



March 2025 Board of Directors Meeting

Thursday, March 27, 2025

LOCATION:

Community Action Agency
2475 Center St NE
Salem, Oregon 97301

VIRTUAL:

[Join the meeting now](#)

Meeting ID: 254 477 902 631 Passcode: wcPp7o

COMMUNITY ACTION PROMISE

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.

Helping People Changing Lives

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Board of Directors Agenda

Date: Thursday, March 27, 2025

Time: 5:30 pm

Location:

2475 Center Street NE Salem, Oregon 97301

Virtual:

[Join the meeting now](#)

Meeting ID: 287 617 119 33 **Passcode:** Kz2X4rf9



Mission

Empowering people to change their lives and exit poverty by providing vital services and community leadership.

Vision

All people are respected for their infinite worth and are supported to envision and reach a positive future.

- I. Welcome and Introductions**
- II. Public Comment**
- III. Declaration of Conflict of Interest**
- IV. Approval of Agenda**
- V. Consent Calendar**
 - 1. February 2025 Full Board Meeting Minutes
 - 2. March 2025 Executive & Finance Committee Meeting Minutes
 - 3. March 2025 Special Board Meeting Minutes
 - 4. March 2025 Executive Director's Summary and Reports
 - 5. March 2025 Chief Officer Reports
 - 6. March 2025 Program Director Reports
 - 7. Approval of the appointment of Cathy Clark to the Program Committee
- VI. Board Business**
 - 1. Financials (Brown) – *Approval*
 - 2. CSBG Review (Hamilton) - *Informational*
 - 3. Fundraising Committee (Jennings) – *Presentation*
 - 4. MWVCAA Bylaws & Code of Ethics (Hamilton) – *Informational and Approval*
 - 5. Executive Director's Updates (Jones) – *Informational*
- VII. Adjournment**

Next Board Meeting: April 24, 2025

Mid-Willamette Valley Community Action Agency, Inc.
Board of Directors Meeting
February 27, 2025
MEETING MINUTES

ATTENDANCE:

Board of Directors:

Present:

Catherine Trottman	Helen Honey	Eunice Kim	Rudy Vigil
Jade Rutledge	Steve McCoid	Lori Martz	Carlos Barrientos
Kevin Karvandi	Frank Lonergan	Deanna Gwyn	Cathy Clark

Absent:

Others Present:

Program Directors/Staff/Guests:

Jimmy Jones, Executive Director
Ashley Hamilton, Deputy Executive Director
Helana Haytas, Chief Human Resource Officer
Nicole Brown, Consulting Chief Financial Officer
Robert Hale, Chief Information Officer
Marie Jennings, Development Director
Breezy Poynor, ARCHES Housing Services Program Director
Sara Webb, ARCHES Sheltering Services Program Director
Hector Guzman, Weatherization Program Director
Carmen Romero, Nutrition First Program Director
Rw Taylor, Agency Consultant
Ishmael Nuñez, Agency Consultant with Uncommon Bridges
Sarah Herd, Executive Assistant

The meeting of the Board of Directors was called to order at 5:32 pm by Board Chair Catherine Trottman. It was determined that a quorum was present.

I. Welcome

Board Chair Catherine Trottman welcomed everyone.

II. Public Comment

Catherine Trottman invited everyone to the Program Committee Lunch and Learn as we are recruiting for this committee, the lunch and learn will be Wednesday March 5th at 12:00PM.

III. Declaration of Conflict of Interest

None were made.

IV. Approval of Agenda

Prior to approval, the following changes were made to the agenda:

Item 1 of the Consent Calendar was corrected to “February 2025 Executive & Finance Committee Meeting Minutes”

Under Board Business, the item “Financials (Brown) – *Informational*” was changed to “Financials (Brown) – *Approval*”

MOTION: To approve the meeting agenda as amended, made by Helen Honey,

SECOND: Frank Loneragan

APPROVED: Unanimously approved

V. Consent Calendar

As previously mentioned during agenda approval, the Consent Calendar was revised since its initial distribution. The updated version was provided to all members prior to the meeting.

1. January 2025 Full Board Meeting Minutes

No discussions or concerns were raised

2. February 2025 Executive & Finance Committee Meeting Minutes (amended from January 2025 Executive & Finance Committee Meeting Minutes)

No discussions or concerns were raised

3. February 2025 Executive Director Summary and Reports

No discussions or concerns were raised

4. February 2025 Chief Officer Reports

No discussions or concerns were raised

5. February 2025 Program Director Reports

No discussions or concerns were raised

MOTION: To approve the consent calendar as amended, made by Steve McCoid,

SECOND: Helen Honey

APPROVED: Unanimously approved

VI. Board Business

Although the agenda was approved as presented, the Board proceeded out of order, addressing Item 2 – Financials before Item 1 – Executive Director’s Report. No formal motion was made to adjust the sequence, and no objections were raised by members.

1. Financials

i. Nicole Brown noted that an adjustment was made to the financials originally sent to the Board due to error. The corrected financials were provided to the Board at the meeting.

ii. The Energy and Weatherization program’s over/under-spent position reflects the purchase of 3 vehicles, which is expected to balance out over the fiscal year.

iii. CRP is underspent due to renovation projects being behind schedule.

iv. The Finance team is working on expanding the financial information provided into more usable data and developing a true statement of activities. An initial draft is expected to be included in the next round of financials provided to the Board.

v. She also presented a comparison between the new Statement of Financial Position and the previous version. The updated version is more comprehensive and provides a clearer overall view of the agency’s financial standing. Further changes will be made based off of feedback.

vi. In her opinion, the agency looks financially healthy.

MOTION: To approve the financials made by Steve McCoid,

SECOND: Lori Martz

APPROVED: Unanimously Approved

2. Executive Director’s Report

i. Jimmy Jones explained that the transition to a new presidential administration has added complexity to the agency’s work. As a Board and an organization, we will

need to reconcile potential conflicts between state mandates and federal requirements.

- ii. The agency is in a unique and somewhat challenging position as a private entity operating for the public benefit, while receiving the majority of our funding from government sources.
- iii. We remain committed to transparency in our work, financials and other key areas. Much of the information we record and report, including grants and Board meetings is public and accessible.
- iv. Jimmy provided a brief overview of policy changes made by the new administration over the past 5 weeks.
 - 1. The new federal budget is expected to include cuts to the funding we receive, along with reductions in public assistance programs. These changes are likely to increase the demand for our services in the community.

3. Strategic Planning Review and Update

- i. Ishmael Nuñez introduced himself and Uncommon Bridges. He expressed gratitude for the Board's participation in the strategic planning process.
- ii. The process is now moving into the implementation phase. To ensure that the strategic plan remains actionable and does not become inactive, Uncommon Bridges is meeting with agency leadership to align the plan with the organization's capacity.
- iii. At the April Board meeting, the strategic plan will be near finalization. Board members should begin considering their roles in the plan's execution and how they envision the agency moving forward.
- iv. Ishmael Nuñez presented a proposed framework for a healthy and effective Board, outlining key focus areas:
 - 1. Setting clear expectations. There will be a clear division of responsibilities. The Board will act as a steward of the plan, while agency staff will be responsible for implementation.
 - 2. Defining guardrails. Clarifying the organizations operational boundaries, guided by its vision, mission and values.
 - 3. Utilizing indicators and metrics to implement data-driven evaluation to support informed decision-making and strategic actions.
 - 4. Embedding the plan into organizational culture. Sustaining the strategy through consistent practice of policies and procedures.

4. Fundraising Committee

- i. Due to time constraints, the Fundraising Committee presentation was tabled and will be revisited in March.

5. Deputy Executive Director's Report

- i. Ashley Hamilton provided an update on strategic planning:
 - 1. As mentioned earlier, a meeting with staff leadership will be held to see what can be realistically accomplished within the plan.
 - 2. On March 19th and 20th, workgroups will reconvene to revisit the 4 key areas of the strategic plan.
 - 3. The agency remains under budget with Uncommon Bridges, allowing flexibility to schedule additional meetings as necessary.
- ii. She asked Robert Hale to provide a property update on 4700 Silverton Road:
 - 1. This building will be used for Energy and Weatherization. It is centrally located, accessible by public transit and offers ample parking. The building was previously used for training purposes. Discussions are ongoing with

- OHCS and OTI about potentially leasing space for their weatherization training program or assisting in the purchase of the building.
2. If everything proceeds as planned, closing is scheduled for March 27th. This will require a Special Board meeting during the week of March 10th to seek Board approval of the purchase.
- iii. Ashley also reported on the Family First Grand Opening today.
1. The location has been serving families for 10 days, but the grand opening was rescheduled due to weather.
 2. She thanked Marie Jennings and her team for adapting to the weather challenges and organizing successful event.
- iv. General Updates:
1. A few Board Members received emails from an unhappy client at the Navigation Center. The agency is aware of the concerns, is actively looking into the matter, and will keep the Board Informed.
 2. Construction of the fence at 615 Commercial Street is currently underway.
 3. A site tour for the Board is being planned for the spring. A Doodle Poll will be sent to determine the most convenient date and time.
 4. At the March Board meeting, the following items will be presented:
 - a. Updated Code of Ethics and Bylaws for approval.
 - b. CSBG reporting requirements and the annual assessment.

VII. Adjournment

The Board of Directors meeting was adjourned at 7:37 pm.

Respectfully Submitted:

Sarah Herd, Executive Assistant

Kevin Karvandi, Board Secretary

Executive Summary

MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY

March 2025

Mid-Willamette Valley Community Action Agency is one of 18 **Community Action Agencies** in Oregon. Community Action grew out of the Civil Rights Movement and the War on Poverty in the 1960s. It was based on the simple idea that people in poverty (and people working with folks in poverty) knew best how to serve the low-income community. MWVCAA primarily serves Marion and Polk counties, but it also serves Yamhill County in CCR&R and eleven total counties in Nutrition First. The Agency was founded in 1969. It employs 570 people in eight human services programs and provides more than \$77 million in resources and services to more than 60,000 Oregonians in poverty each year. Nationally, the Community Action movement includes more than 1,000 agencies, shepherding more than \$5.6 billion in public and private resources annually, serving 9.5 million low-income persons. Among the services they typically offer include Head Start, SNAP and WIC programs, substance abuse education, employment programs, college counseling, food banks, child care, adult education, job training, financial literacy, housing and sheltering, homeless drop-in centers, utility deposits and eviction prevention, transitional housing, medical/legal help, meals programs, senior programs, medical transport, nutrition education, parent education, health clinics, weatherization for private homes, home ownership programs, and low-income housing. MWVCAA is the largest community action agency in Oregon and among the largest in America.

Community Action Agencies have three fundamental obligations in the community:

- To provide services to the low-income community, using a whole community, holistic approach with wrap-around services.
- Organizing the *entire community's* efforts and resources to fight poverty.
- Advocating for the needs of those in poverty.

The Agency's **Mission** is "empowering people to change their lives and exit poverty by providing vital services and community leadership." Our **Vision** is that "all people are respected for their infinite worth and are supported to envision and reach a positive future."

MWVCAA is divided into three programmatic divisions:

- **Early Learning and Child Care** includes Head Start, Early Head Start, Child Care Partnerships, Nutrition First, and Child Care Resource and Referral. The Head Start programs have 510 Head Start slots, 130 Early Head Start slots, and 84 CCP slots (724 total). Nutrition First provides meal reimbursements for more than 500 family-based child care providers. CCR&R provides training and technical assistance to 230 family-based childcare providers in Marion, Polk and Yamhill.

- **Energy and Weatherization**, including the Energy and Weatherization programs. Energy provides federal and state financial support to low-income community members who need help with their utility bills. Weatherization is a federal program chartered in 1976 to help low-income families reduce energy consumption and costs. The program performs energy audits on homes and then uses contractors to make repairs. Both programs are chartered and regulated at the federal level and are exclusive to Community Action Agencies.
- **Housing and Homeless Services** include the ARCHES Project (aka the Community Resource Program), HOME Youth, and the CARS (Community Action Re-Entry Services) programs. HOME Youth (HYS) houses, shelters, and provides daytime resource services to vulnerable runaway and homeless youth. HYS operates two overnight shelters for runaway and homeless youth (David's House and Taylor's House), which are the only RHY shelters in Marion-Polk. ARCHES is the adult homeless and community supportive services program that provides housing, sheltering, emergency, day services, and veterans services, including the operation of 300+ overnight shelter beds (Navigation Center, ARCHES Lodge, ARCHES Inn, etc). CARS provides navigation and educational services to those exiting incarceration in Marion and Polk.

February 2025 Board Meeting: This month, we will:

- Receive an update on Strategic Planning.
- Discuss the creation of a Fund-Raising Committee.
- Review the 2024 Community Services Block Grant information.
- Review the revised Agency By-Laws and Board Commitment documents.

Recent Highlights (February Reports), MWVCAA:

- **Energy Services** completed applications for 667 households (1,747 persons) for an average payment of \$421. Direct Client to Vendor Payments for February: \$418,484.
- **Head Start** attendance rates in February were below the required 85 percent rate; the most common reason for absence was child illness (52.74%).
- Head Start enrollment remains very high, with 494 (of 510) enrolled in Head Start and 209 (of 214) enrolled in **Early Head Start**.
- Demand for Head Start and Early Head Start programs remains high. The Head Start waiting list on 2/25 was 111 children; and another 59 in Early Head Start.
- There were 9,749 meals served to Head Start children in January, with a total value of \$31,988.45.
- **CCR&R** is currently supporting 562 educators in Marion-Polk-Yamhill.
- CCR&R received a \$249,999 grant from Future Ready Oregon for an apprenticeship program.
- Our **Nutrition First** program has 497 family based child care providers enrolled in February.
- Nutrition First works in 11 counties and providers are distributed as follows: Benton 13, Clackamas 14, Lane 76, Lincoln 10, Linn 32, Marion 163, Multnomah 61, Polk 30, Tillamook 5, Washington 65, and Yamhill 23.
- Nutrition First via the **CACFP** grant reimbursed a total of \$309,378.88 to 477 providers who submitted claims for the meals they served. For February, only 467 claims have been submitted so far, amounting to a total reimbursement of \$269,353.63.

- In February, the **ARCHES** Day Center at 615 Commercial averaged 144 daily unduplicated users served.
- In February, the ARCHES Day Center provided 11,404 basic needs and supportive services.
- At the Day Center, there were 1,308 persons using phone/computers, 811 using mail services, and 8,020 meals provided in February.
- Bed occupancy rates in all ARCHES sheltering remained high across February, inclusive of 96 percent (occupied) of available beds (i.e., those not under renovation).
- ARCHES outreach (since the start of the fiscal year) has nearly 10,000 service transactions, including food, supplies, and direct referrals to shelter.
- The **Navigation Center** was 90 percent occupied in February.
- **ARCHES Inn** had a 93 percent occupancy rate in February.
- ARCHES provided 2,786 bed nights of emergency warming in February.
- **Taylor's House** provided 215 bed nights in February, at 77 percent capacity of all beds and 87 percent capacity for ODHS child welfare beds.
- In February, ARCHES prevented evictions of 74 households, including 92 adults and 105 children.
- ARCHES conducted 50 coordinated entry assessments in February.
- We opened **ARCHES Family First**, a family-specific day center, on February 17th.
- **HOME Youth** has housed 39 homeless youth in the past year.
- **David's House** had a 100 percent bed-night rate in February.

So what do we do? We house. We shelter. We feed. We give people a place to take a shower and do their laundry. We prevent the spread of disease. And sometimes, we provide life-saving measures. We talk to people who are suffering and in need. We work with them to access employment and medical treatment. We help them access mainstream benefits (Social Security, SNAP, and Medicaid). We keep folks warm, safe, and dry. We are there when there is snow on the ground, when the water is high, in blistering hot weather, and through wildfires and ice storms, we fill a gap in Salem that no one else can. We keep the lights on and the heat running. We give runaway and homeless youth, children really, a safe place to sleep. We prevent the victimization of youth and adults who have no family and no protection outside. We offer the sick a safe space to recover when they exit the hospital. We repair their homes and drive down utility bills. We help reintegrate formerly incarcerated persons back into the community. We teach children and help family childcare businesses stay open.

In short, we help people. We help them without condition. We help them when no one else will. We help all the people, not just one group, with one need, or one concern.

This is what we all do together, from the Board down to our Head Start Teachers and Shelter Workers. We do the hard work that no one else does—to defend people with too few allies and advocates, and we do so in the service of people in desperate need.

Executive Director's Report to the Board of Directors

MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY

March 2025

A lot is going on, so I will keep the report a bit shorter this month, with bulleted items. I typically do not report the 1,000 minor miracles that happen here daily but focus these reports on the information the Board needs to direct the Agency.

- **Board Meeting Preview:** This month, we will review fundraising and consider updates to the Agency By-Laws and Board Commitment documents. Deputy Executive Director Ashley Hamilton will review last year's impact data from the Community Services Block Grant reporting.
- **Chief Financial Officer:** We interviewed three folks on 21 February. Two of those moved forward. On 4 March, we conducted a second round of informal interviews over coffee. Last week, we offered the position to **Tonja Hodgkinson**, who has accepted. Since October of 2022, Tonja has been the Deputy Director and Chief Financial Officer of **Helping Hands Reentry Outreach Centers**, a housing, sheltering and outreach program opened by **Alan Evans** in 2002. Helping Hands operates the **Bybee Lakes Hope Center** at **Wapato** at the **Port of Portland**, one of the region's largest shelter providers. Combined they operate 11 facilities in Oregon, with more than 530 beds. Tonja was also the Executive Director of Budget and Resource Planning at the **University of Western States** (Portland) and previously the Controller for **Greater Oregon Behavioral Health**, and a Tax Auditor at the **Idaho State Tax Commission**. She has substantial experience in general accounting practices, grant accounting, Medicaid, shelter operations, and has directly worked with some of our state funders in the past. We should have her onboard by May 1st.
- **Audit:** The annual single audit will be finished this week. We will have it to the Board to review in April. Our long-time (20+ year) auditor will be at the April Board Meeting to present the single audit and financial information.
- **Quarter Four:** We have a lot of funds on the homeless services side to spenddown in April-June. Otherwise we are generally on track to spend out. The 2025-2027 biennium budgets on the **Housing** and **Sheltering** side look to be close to the same as they were in 2024-2025. There's still work to be done to secure all those funds, but I am more confident that we will have full operational costs (plus extra) than at any time since 2023. Other programs are generally where they should be at this point.

- **Financials:** We sent a new set of financials to the Executive Finance Committee two weeks ago. Please take a look at the format carefully, and give us feedback on what would be more beneficial moving forward. We plan to add additional reports in the future, with program-specific information. More on that effort at the meeting.
- **Head Start:** The federal **Office of Head Start** notified us of a formal program finding earlier this month. It was expected, after the spate of incidences we have had over the last six months. It is possible that we will get a second finding from the remaining outstanding issues, which would put us into **DRS (Designation Renewal System)**. Essentially, that means the federal Head Start grant enters a period of re-compete, while we receive federal program technical assistance to address any deficiency of practice. Something like 95 percent of programs in DRS are awarded the same grant after completion of the technical assistance. Though none of us would want to seek out the DRS process, there are some positives. It allows us to thoroughly review the practices and policies of the program, identify any systemic issues, and make corrections. The largest Head Start in Oregon (**Albina Head Start** in North Portland) will be in DRS this spring, after their legal action against the **US Department of Health and Human Services** failed at the federal circuit in DC.¹
- **4700 Silverton Road (Energy/Weatherization):** The Board voted in a special meeting to proceed with the acquisition of the property. We are working toward close. As we discussed, **Oregon Housing and Community Services** has agreed to provide the \$400,000 down payment. I expect to close on the property this week, and we hope to hold the full Board Meeting at the new property in April (perhaps after a brief tour of the nearby **ARCHES Lodge**).
- **615 Commercial Street:** I have signed a PSA to reacquire the **ARCHES** land at 615 Commercial from the **City of Salem**. That property is undergoing an appraisal and an environmental review. The Board will make the final decision when we are ready to make a recommendation to the body as a whole. In a different world, we would continue to lease the property from the City for the next 30 years, so that we did not have to put funds back into debt service on this property. But these are difficult times in the homeless services front, and I expect public pressure on elected officials to increase dramatically in the years ahead. Securing the land now puts us in the strongest position to protect our work and our clients.
- **By-Laws and Board Documents:** After substantial review by the Executive Finance Committee and the Agency attorneys, we will present for approval an updated edition of our By-Laws (which we are required to provide to the Board annually) and the Board commitment documents. Both are products of the federal **Community Services Block Grant** requirements, which govern **Community Action Agencies**.

¹ <https://afro.com/albina-head-start-program-federal-funding/>

- **New Grants:** Last summer, we applied for a pilot project funded by **Oregon Housing and Community Services**, which seeks to combine behavioral health, housing, and housing case management for those living in unsheltered conditions. The pilot is the first in a wave of future funding models that seeks to combine cross-sector case management and navigation services for homeless households. This multi-agency design is about twenty years late in Oregon, as the core principles of Housing First have always sought to support clients with the specific services they need from across the community. That approach defined the original model developed by **Dr. Sam Tsemberis** and the nonprofit **Pathways to Housing** in NYC in the 1990s, as a departure from traditional "stair-step" programs.

Oregon funded only four projects: **Benton County, Washington County, the Mid-Columbia CAA**, and us. We received the notice of award last week. Our award is for \$800,000 over the next two years, but I believe the final total will be closer to \$1.2M. This award will create the largest re-entry-specific homeless housing project in Marion County's history. It also positions us perfectly for similar program funding in the future, as the state begins to pivot away from rapid-rehousing program models and toward higher needs, unsheltered residents of our community.

- **Master Grant Agreement:** In March, we have been working on our **Master Grant Agreement** with **Oregon Housing and Community Services**. This is one of the most critical legal relationships we have because it essentially designates MWVCAA as a preferred regional provider for OHCS funds. The contract excludes us from state procurement burdens, so they are able to send our community funds for emergency distribution without a year-long public process. This relationship is the most valuable grant commodity the Agency enjoys, which is why we have fought so hard to preserve it.
- **Federal Funding:** This weekend has not changed the federal climate. The administration continues to be disorganized and chaotic, but things have settled for the moment. As of now, all grant sources are open to us except the tiny and almost entirely expensed **Department of Energy-Bipartisan Infrastructure Law (DOE-BIL)**. That fund is used in **Weatherization**, and it has been frozen at the federal level as part of the administration's war on the "**Green New Deal**." Currently, we have \$31,164,979 in federal funds in this budget cycle, with only \$7,908,662 left to spend. We are floating about \$1,131,931 in federal funds as of early March.

On 14 March, Congress passed (and President Trump signed) a last-minute full-year federal funding bill for FY2025, referred to as a **continuing resolution (CR)**, barely averting a government shutdown. The passed CR will fund the federal government until September 30, 2025, when the 2025 fiscal year ends.

Pushed as a "clean" CR where all programs in the federal government would have been levelly funded based on the previous year's FY24 funding bills through the remainder of FY25, there are in fact a myriad of anomalies in the bill that impact the programs across the country. In particular, the 2024 planned CIP projects were lost, and some key programs were cut.

One key difference between this CR and more regular spending bills is that Congress decided not to release “explanatory text” to accompany the full-year CR. Typically, Congress provides explanatory statements or “report language” to accompany funding bills to explain congressional intent and offer agencies additional guidance beyond the legalese. These reports also provide instructions and specific dollar allocations for the thousands of programs in the federal government. *The absence of explanatory text with the full-year CR likely means that federal agencies and department leadership will have significant discretion in allocating the balance of their FY25 funding.* In short, the normal checks and balances by the legislative branch on Department actions will lessen.

What does that mean for the programs for vulnerable youth and young adults? In short, the full-year funding bill will cut around \$13 billion from domestic non-defense spending. There will be no **Community Project Funds**, commonly known as earmarks, in FY2025. However, the CR did allow for slight adjustments to some programs in the federal government, including an additional \$6 billion in defense spending and an additional \$4.6 billion to specific HUD programs, including:

<ul style="list-style-type: none">• \$32.14 billion to renew contracts under HUD’s Tenant-Based Rental Assistance (TBRA) program, a \$3.65 billion increase from the previous fiscal year. This increase is likely not sufficient to cover the needed cost of voucher renewals, and is projected to result in an estimated loss of 32,000 vouchers from the program upon turnover.
<ul style="list-style-type: none">• \$16.89 billion for HUD’s Project-Based Rental Assistance (PBRA) program, an \$880 million increase from FY24.
<ul style="list-style-type: none">• \$931.4 million for Section 202, an \$18.4 million increase from the last fiscal year. Section 202 provides affordable, accessible housing and supportive services for older adults.
<ul style="list-style-type: none">• \$256.7 million for Section 811, an increase of \$48.7 million from the previous fiscal year. Section 811 provides affordable, accessible housing and supportive services to help people with disabilities live in communities, rather than institutionalized settings.
<ul style="list-style-type: none">• Rather than calling for additional funding for HUD’s Homeless Assistance Grants (HAG) program, the CR gives the HUD Secretary the authority to repurpose \$100 million from other accounts to cover renewals. These funds would have otherwise been used for permanent supportive housing. Even with this flexibility, this maneuver is expected to shortfall HUD’s homeless assistance programs by an estimated \$150 million to \$200 million, impacting services for at least 18,500 households.
<ul style="list-style-type: none">• \$3.43 billion for HUD’s Community Development Fund, a \$3.29 billion cut from the previous fiscal year. Most of the funding lost is the result of lost “earmarks,” or congressionally requested funding for community development projects.

Quick Hits:

- Strategic Planning remains on track for completion this summer. We have had several good meetings with the consultants this week.
- At the request of **Oregon Department of Human Services**, we testified on the plans to expand the Office of Emergency Management on March 4th.
- In March, we met with **Multnomah County** and the **Citizens Utility Board** to discuss plans to ask for an additional \$20 million for the **Oregon Energy Assistance Program**, and consider CAPO support for the **Fair Energy Act**.
- We met with the **Marion-Polk Food Share** and toured their **Aware Food Bank** in Woodburn on March 6th.
- On March 7th, we met with **Willamette University** students concerning their **Project Turnkey** capstone assignment.
- On March 10th, we met with the **Oregon Health Authority** to discuss their plans for sheltering.
- On March 11th, we attended the annual State of the City address by **Mayor Cathy Clark** (also our Board Member!) in Keizer.
- On March 13th, we met with a donor entity to discuss a multi-million dollar gift to MWVCAA.
- We held our CAPO Executive Committee meeting on March 18th.
- I met with the City of Salem's **Human Rights Commission** leadership on March 19th.
- I attended our joint meeting of the **Citizens Involvement Committee** with the **Department of Land Conversation and Development Commission** on March 20th.
- We met with OHCS to discuss our WX/Energy acquisition on March 20th.
- This coming week we are meeting with development concerns in Falls City, the City of Salem, Marion County, the **Housing Alliance**, the **Oregon Youth Alliance**, **Portland State University**, and testifying on behalf of HB 3792 (energy assistance) and the **Oregon Housing and Community Services** budget. This will be a big week, as the OHCS budget and the substantial housing preservation package all move forward.

Jimmy Jones
Salem, Oregon
7 March 2025

MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY

Regional Poverty Report

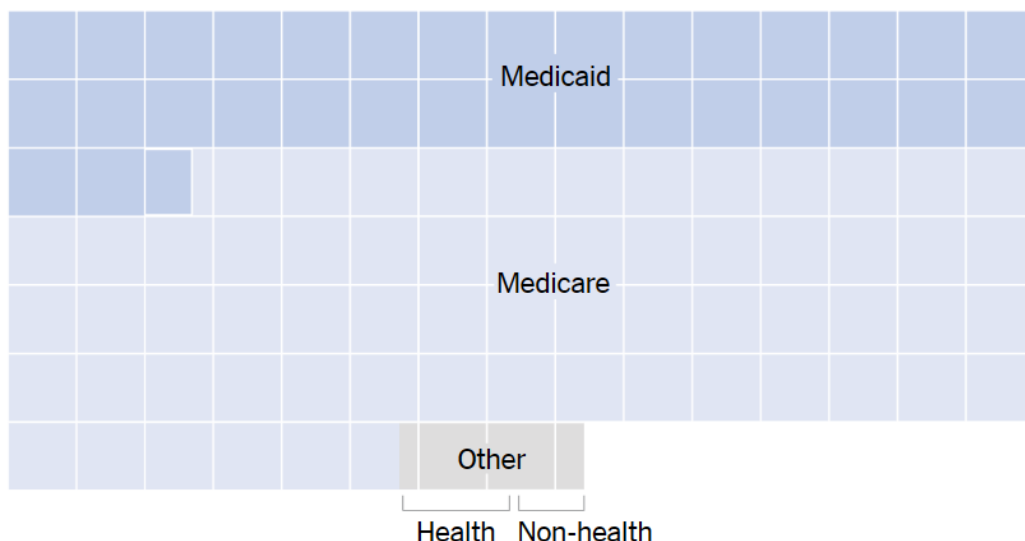
March 2025

Republican budget writers in **Congress** are proposing an \$880 billion Medicaid cut next year. The general argument in the budget framework is that the cuts are not aimed at Medicaid, which is a public insurance program that provides medical coverage for a staggering 72 million Americans who are poor and disabled. The cuts could come from other areas of the federal budget, but many sacred cows (including defense and **Social Security**) have, for the moment, been ruled out of bounds. That leaves precious little room to make meaningful cuts, without going after the largest social entitlement and insurance programs in America.

In the United States, almost all of the Medicaid funds go directly to the states as block grants. So what we are really discussing here are cuts in the state Medicaid budgets.

Spending overseen by the House Committee On Energy and Commerce

\$25 trillion

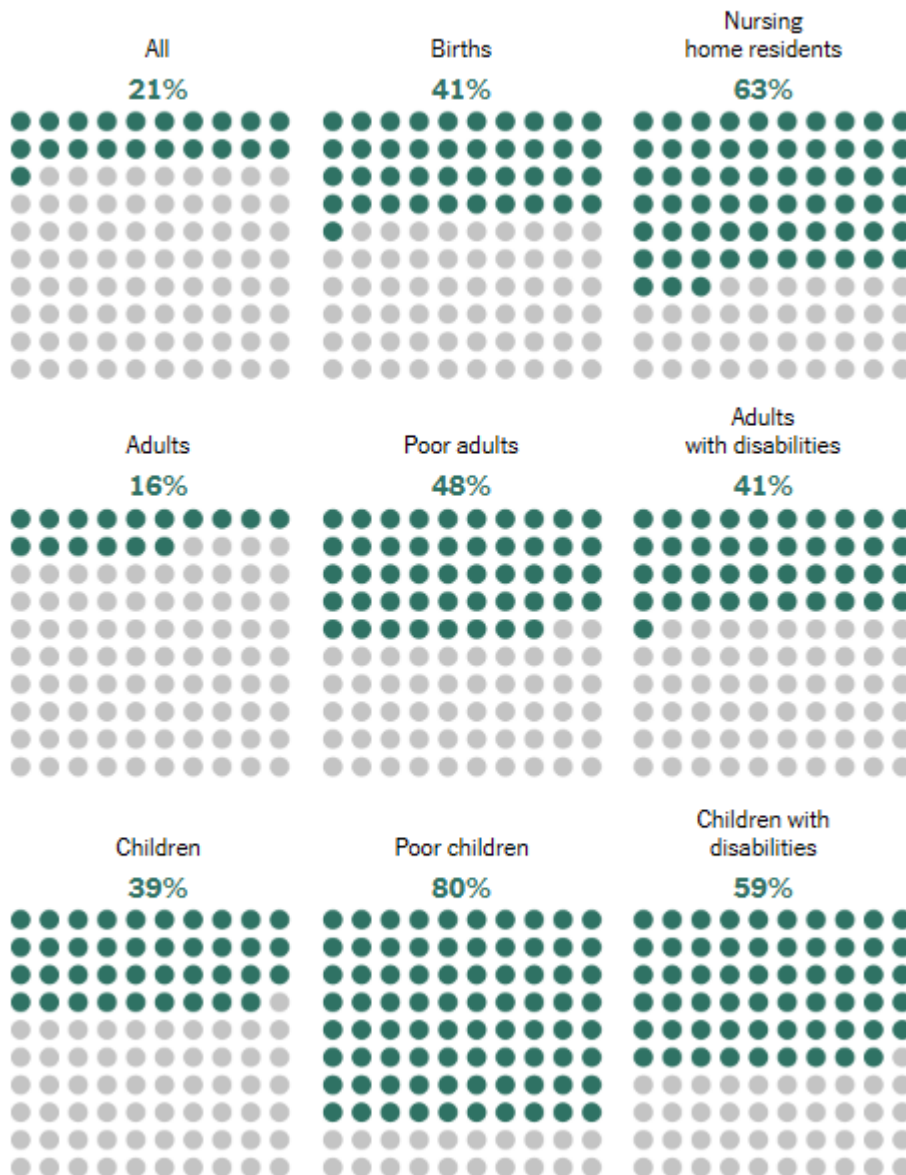


Cuts required

\$880 billion



Percentage of Americans covered by Medicaid



Percentages for adults are for ages 19 to 64. - Source: KFF - By The New York Times

Medicaid has some mandatory coverage matters, like cancer screenings and organ transplants. Every state also has to cover certain populations by federal law, including poor children, pregnant women, the disabled, and the elderly in nursing homes who do not have other resources. Most states choose to cover an optional group, those in deep poverty. Many Republicans would prefer to impose a work requirement on the low-income group, but that rule is projected only to save \$1 billion of the needed \$8.8 billion. States would need to cut the size of the eligible population, or cut the reimbursement rates, which might drive some providers away from Medicaid patients.

This happened in the 1990s, along with some providers choosing to separate and segregate their low-income patients by income at medical clinics. States that did not want to reduce the rates or cut back

on the number of people served, would need to come up with general fund dollars to replace the federal commitment, which means either higher taxes or cuts elsewhere (like housing or education). In the end, this is a numbers game. If the federal government is intent in cutting the expense, the tragedy and pain points will all be local ones.¹

HUD has submitted a rule for review that will seek to rescind the **Equal Access Rule**. The revision has not yet been posted to the **Federal Register**. The most updated Equal Access Rule, in effect since 2016, promotes equal access to HUD's housing programs, including emergency shelter programs, **RRH**, and PSH for LGBTQIA+ individuals. It requires programs to serve individuals in accordance with

¹ <https://www.nytimes.com/2025/03/10/briefing/republicans-medicaid.html>

their gender identity. Despite the vital protections offered by the Rule, on February 6, 2025, **HUD Secretary Turner** directed HUD staff to halt any pending or future enforcement actions related to HUD's 2016 equal access rule. *Importantly, the Rule is still in effect, as the rescission of the rule is neither legal nor enforceable until HUD formally withdraws it via the rulemaking process.*

Potential Future Federal Cuts: Oregon is expecting about \$40 billion in federal funds over the next two years. Right now, that money is (mostly) flowing, except for a \$2 billion federal transportation grant that remains frozen. The state expects a cut of about \$10.7 billion in federal human services and education funding over the next two years—if the next Congress carries the anticipated 30 percent budget reduction. As we have seen, most of that would have to come from social benefits. Oregon could expect about a \$7.1 billion cut in those services. **SNAP** benefits and Medicaid (**the Oregon Health Plan**) would face heavy cuts. There is contingency planning taking place, but the numbers are somewhat insurmountable. If the administration in Washington chose to be more aggressive about compliance with its immigration or perhaps homeless policies, the state could face funding freezes that would impact nearly every person receiving a public benefit in Oregon. Today, about one of every two Oregon children are members of the Oregon Health Plan.²

United States Interagency Council on Homelessness (USICH): On March 14th, President Trump issued an executive order that essentially shuts down **USICH**.³ This entity is little known locally across the country, but a federal council adopted and monitored the nation's strategic plan to end homelessness. In particular, it was responsible for developing and monitoring the progress of **Opening Doors**, the first federal strategic plan adopted in 2010, which essentially defined the modern service continuum in the United States. That plan was updated and replaced in December of 2022, with **All In**, the new strategic plan. The order is pushing Presidential authority to its limits, because USICH were established by Congress.⁴

What we think of as modern, scientific, and evidence-based practices all emerged from those two strategic plans, including **HMIS**, **Coordinated Entry**, housing first, and low-barrier services.

Practically, the Executive Order will have little impact on service design here in Oregon. What will change, however, is the amount of federal resources and technical support available. Three weeks ago, the President's HUD Secretary (Scott Turner) fired all the training and technical assistance providers serving Oregon. In the next two weeks, I expect the Portland HUD field office to be fully closed, and its members fired. The Alaska Office will likely be responsible for Oregon.

² <https://www.oregonlive.com/politics/2025/03/oregon-state-government-relies-on-billions-of-dollars-from-the-feds-heres-where-cuts-could-hurt-most.html>

³ https://www.wsj.com/politics/policy/trump-issues-executive-order-to-dismantle-several-programs-including-voice-of-america-d9676cda?mod=hp_lead_pos2

⁴ <https://www.whitehouse.gov/presidential-actions/2025/03/continuing-the-reduction-of-the-federal-bureaucracy/>

These are the first in a series of steps we have been highlighting since last summer, about the inevitable changes coming to homeless services in America, and the extraordinary harm that they will inflict on those in deep poverty.

USICH was created by Congress in 1987, with the original **McKinney Homeless Assistance Act**. It was reauthorized in 2009 in the **HEARTH Act**.

In the last three days of the Biden Administration, you may recall that HUD issued the awards for the 2026 program year for the **Continuum of Care** programs. That fund is \$3.6 billion, which supports more than 7,000 projects nationwide. By federal law, those contracts have to be executed in 45 days. That deadline has come and gone, with no progress on the execution of the 2026 program year. It is my belief, and that of many national advocates, that the HUD contracts will not be executed, and the money will be swept toward the President's new homeless program. Those efforts will probably not pick up steam until the federal immigration response is further along (this summer). The **National Council of Nonprofits** filed suit on March 4th to release those awards.

The above are facts. In a more speculative sense, I believe it's probable that core homeless systems at the federal level will be shut down, including the **Continuum of Care** program created in 1994.

More rental increases on the horizon: Back in September, the state set the maximum rental increase of 10 percent for 2025, under its statewide rent control program. The increased limit does not extend to properties younger than 15 years, though they are also separately (coincidentally) capped at 10 percent as well.⁵ Current law allows a rental increase of 7 percent rent plus the **Consumer Price Index** (an inflation index). If the total is over 10 percent (it would have been 10.2 percent this year), rent is capped at 10 percent. In recent years, there has been growing evidence that landlords are using these numbers to bake in annual increases, regardless of market forces. Over time, the increases can outpace wage increases. For example, a two-bedroom duplex in Keizer in 2009 cost about \$800 per month. By 2019, the price had risen to about \$1,500 a month. Annual ten percent increases would carry that cost to \$1,650 in 2020, to \$1,815 by 2021, to \$1,996 by 2022, to \$2,195 by 2023, to \$2,414 by 2024, and \$2,655 by 2025. That would amount to an \$1,005 increase in the last five years, or an increase of about 60.1 percent in 60 months. Until market forces reset the behaviors, rents will continue to spike out of control.

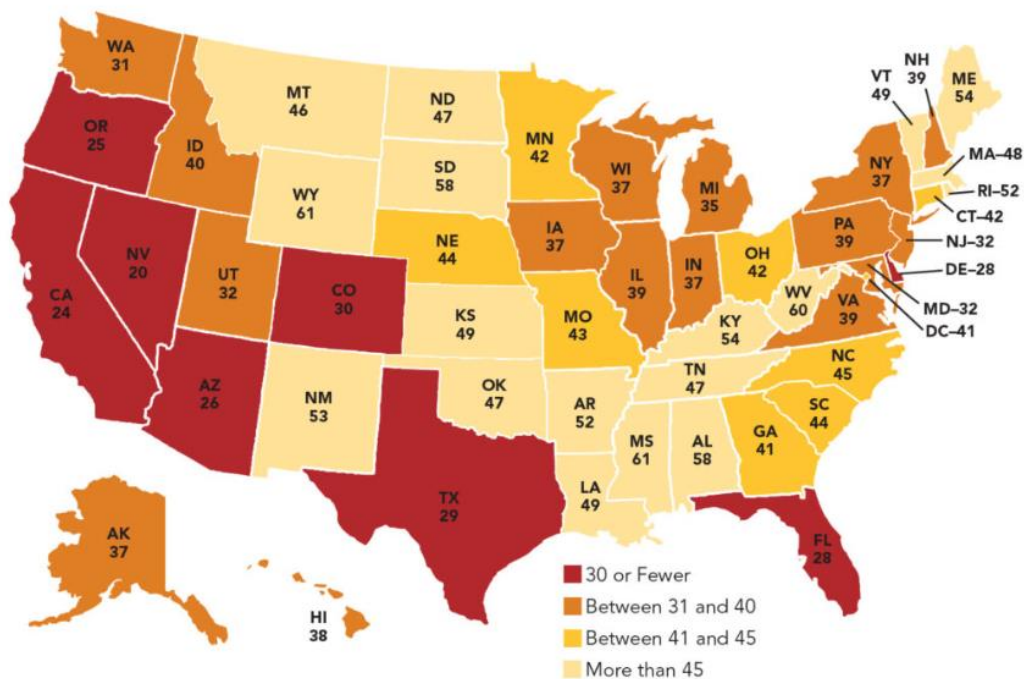
Housing Crisis Facts:

"In no state, metropolitan area, or county in the U.S. can a worker earning the federal or prevailing state or local minimum wage afford a two-bedroom rental home at fair market rent by working a standard 40-hour work week."⁶

⁵ https://www.centraaloregondaily.com/news/consumer/oregon-rent-increase-maximum-2025/article_fe7e1312-79d4-11ef-834d-4b973087ef07.html

⁶ https://nlihc.org/sites/default/files/oor/2021/Out-of-Reach_2021.pdf

FIGURE 7: RENTAL HOMES AFFORDABLE AND AVAILABLE PER 100 EXTREMELY LOW INCOME RENTER HOUSEHOLDS BY STATE



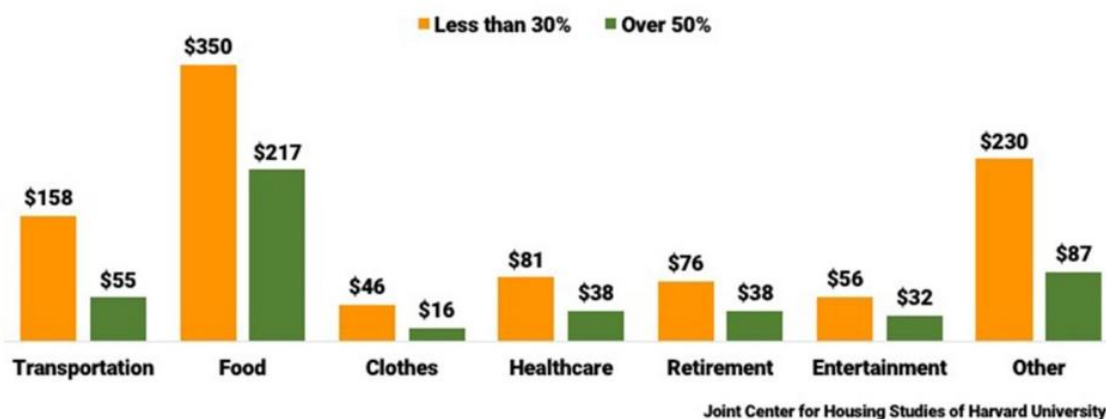
Note: Extremely low income (ELI) renter households have incomes at or below the poverty level or 30% of the area median income. Source: NLIHC tabulations of 2019 ACS PUMS Data.

The 2021 national Housing Wage is \$24.90 per hour for a modest two-bedroom rental home, \$17.65 higher than the federal minimum wage of \$7.25 per hour.⁷

“Extremely low-income renters in the U.S. face a shortage of 7

million affordable and available rental homes. Only 37 affordable and available homes exist for every 100 extremely low-income renter households. Seventy percent (7.6 million) of the nation’s 10.8 million extremely low-income renter households are severely housing cost-burdened, spending more than half of their incomes on rent and utilities. Many are forced to make impossible choices between shelter and food, healthcare, education, and other basic needs.”⁸

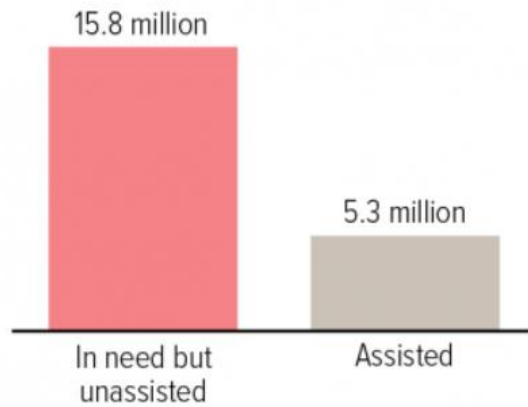
Low-income renters with severe cost burdens have much less to spend on critical necessities, including food



⁷ https://nlihc.org/sites/default/files/oor/2021/Out-of-Reach_2021.pdf

⁸ https://reports.nlihc.org/sites/default/files/gap/Gap-Report_2021.pdf

16 Million Households Needing Federal Rental Assistance Do Not Receive It Due to Funding Limits

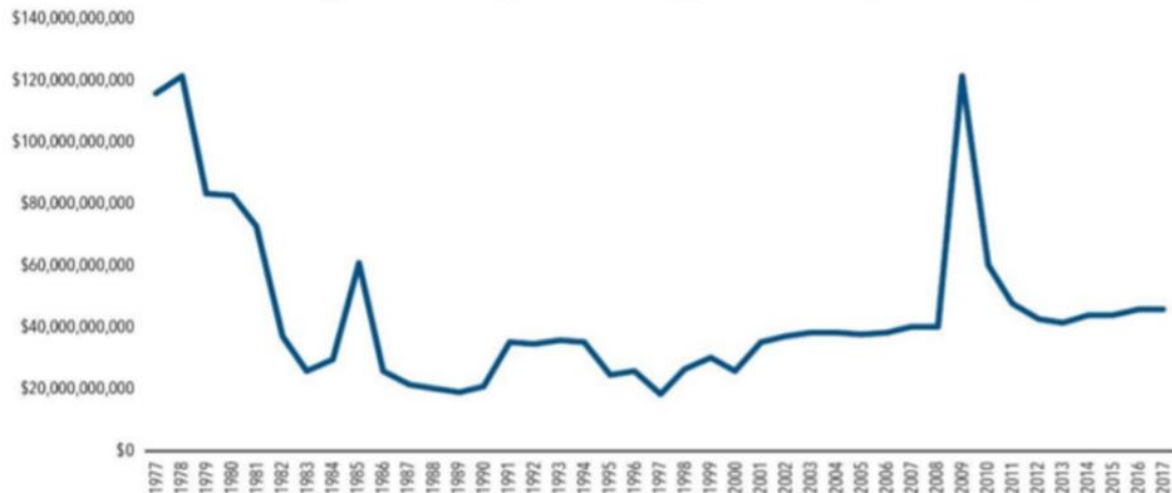


Note: In need = households earning 80 percent or less of the local median household income and paying more than 30 percent of monthly income for housing and/or living in overcrowded or substandard housing.

Source: Department of Housing and Urban Development (HUD) custom tabulations of 2017 American Housing Survey and CBPP tabulations of HUD and Agriculture Department data.

CENTER ON BUDGET AND POLICY PRIORITIES | CBPP.ORG

Federal Budget Authority for Housing Assistance (1977-2017)



Note: Adjusted to constant 2017 dollars using CPI-U. The 2009 American Recovery and Reinvestment Act included a major one-time increase for housing assistance. Source: OMB Historical Table 5.1 - Budget Authority by Function and Subfunction

Future of Federal Programs: The general mood is grim. The external situation on the federal front, I feel, continues to deteriorate. **HUD** is about to suffer a massive set of terminations. They have about 8,300 workers, and the plan is to drop back to just under 4,000. In the **Community Planning and Development (CPD)** division in HUD, where most of our work lies, the workforce will be cut from about 930 to around 150. There is talk of closing down the entire Portland field office. Program operations at the federal level would be practically impossible with that kind of reduction. In late February, the administration broke the contracts of virtually all the training and technical assistance providers in the country, including all of them in Oregon.

I suspect that the **Continuum of Care** program, which was created in the 1990s, might not survive. The new director at HUD, **Scott Turner**, does not support housing first nor harm reduction models, and the administration as a whole is hostile to them. The **Cicero Institute**, which I have mentioned previously, has been running model criminalization bills in state legislatures across the country, and they continue to make progress.

We have insulated ourselves from any federal chaos on the homeless front. However, there will be knock-on consequences across Oregon as state homeless dollars become more in demand, and some current federally funded work is destined to be cut. You saw the first salvo in that concern three weeks ago, when the **Joint Office of Homeless Services in Multnomah County** combined with the new mayor in Portland to ask for an additional \$50M in state money, given the budgetary shortfalls they will have in Portland.⁹

I think most folks thought that there would be a national uprising against the decimation of the **administrative state**, the mass firings, and the program cuts. I think most of those critics read the moment wrong. The “Middle 60” percent of the population is fed up with the predatory capitalist class above them (thus the appalling reaction to the murder of the **United Healthcare** CEO) and the bottom 20 percent of Americans who rely on the income generation of the rest of the country to support their basic needs: housing, food, and shelter. That “**Middle 60**” watched as the wealthy became wildly prosperous in the last 30 years, while the economic bottom had resources, services, and programs that offered them a basic standard of living. For the “Middle 60,” home ownership, economic independence, retirement, and job security concerns have grown dramatically since the 1990s. This group is angry at those above, and those below, and they are determined to reset the balance in Washington.

I think that is why you see the majority of the country essentially shrugging off the firings at federal agencies. There is some resentment against that bureaucratic class, as an overpaid and underproductive group of folks disconnected from the real world, where people lose jobs and livelihoods daily. The truth of the federal workforce, however, is that there are many veterans and other career civil servants who could have made MUCH more money in the private market, but approached government service as a sacrifice they could make for their country.

The administration currently struggles with declining popularity, but enjoys steady support with the public on the issue of cutting government spending. That support (as it always does) will decline over time, but there is a very grave risk at the moment for the social safety net in the United States. The public generally

⁹ <https://www.opb.org/article/2025/02/24/elected-officials-multnomah-county-homeless-budget-shortfall/>

supports the Trump administration's actions to date to cut "waste," "fraud" and general government spending. The cuts will hurt people across the country, but right now the "cuts" are not targeted at programs (yet) but instead focus on the bureaucracy, which fosters little sympathy from the public.

We completed the federal draw of the \$1 million for the **ARCHES Inn** renovation and received those funds last week. That will leave us two vulnerable federal **Community Initiated Projects** (or **CIP**, which are direct awards from Congress) from HUD. Those two grants include a \$1.2 million grant to acquire or renovate a veterans shelter and a \$1 million grant for wildfire-related housing in the **Santiam Canyon**. We had originally planned to go back to Senator Merkley and have the veterans grant converted to youth (so we could upgrade the **Taylor's House** property) and convert the \$1 million in wildfire money to the resiliency center that **Santiam Hospital** and **ODHS** plan to build in the Canyon. Given that both grants, I fear, could be impounded in the next six months, we are going to change course. We will use both to acquire a few duplexes or a triplex, and use those as transitional housing for the currently eligible populations. The strength of that approach is that it allows us to spend the funds quickly, and avoids the impoundment risk later this year. It also (if the CIP process survives) opens us up to receive new CIP grants for other needs next year.

Nonprofit Sector in 2025: You may recall that we mentioned that there was an Executive Order on Nongovernmental Organizations earlier this year. There is some confusion as to "what counts" in that Executive Order, as there is no legal determination of an **NGO** in the United States (as near as we can find), and increasingly, the term is used as a catchall for mission-based nonprofit work. The President doubled down two weeks ago, signing another executive order that bars the **US Department of Education** (should it survive) from granting public service loan debt relief (forgiveness) for any workers at nonprofits who are tied to illegal immigration support.¹⁰ Elon Musk (of **DOGE**) said last week: *"The government funded NGO's are a way to do things that would be illegal if they were the government, but are somehow made legal if it's sent to a so-called nonprofit . People cash out these nonprofits. They become very wealthy through nonprofits. They pay themselves enormous sums through these nonprofits. It's a gigantic scam. Maybe the biggest scam ever."*¹¹ It is pretty clear where this is headed when it comes to homeless services. Musk wrote: *"If you pay organizations according to the number of homeless people they 'manage', you create an incentive to maximize the number of homeless people . . . Incentives explain outcomes."* On another occasion in December, Musk wrote: *"The 'save the homeless' NGOs are often paid according to how many homeless people are on the streets, thus creating a strong financial incentive for them to maximize the number of homeless people and never actually solve the problem!"*¹² This conversation is likely the first step in a broader confrontation over tax-exempt nonprofits and their support for the President's broader domestic agenda.

Jimmy Jones
23 March 2025
Salem, Oregon

¹⁰ <https://apnews.com/article/public-service-student-loan-forgiveness-trump-457a24f8dba3c52dfe58f1e72ba61fa4>

¹¹ <https://x.com/TheChiefNerd/status/1895575999259287927/video/1>

¹² https://x.com/search?q=from%3Aelonmusk%20homeless&src=typed_query

MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY

Legislative Report

March 2025

General Session Information

The **83rd Oregon Legislative Assembly** convened its 2025 Regular Session on Tuesday, January 21, 2025. As of today, March 22, 2025, the session is ongoing and can last up to 160 days, as stipulated for odd-year "long sessions." Lawmakers have introduced over 3,300 bills, resolutions, and memorials this session.

The session to date has been somewhat dull. The first few weeks were marked by a large number of informational sessions (usually state agencies presenting their work from the previous biennium, or subject matter experts asked to provide policy expertise). Unlike prior years, marked by walk-outs and fights over carbon policy and LGBTQ issues, this session has been more businesslike (so far). Funding issues have generally held sway as state budget writers remain cautious (and somewhat skeptical). Oregon is in a bit of an outlier position on the West Coast. Washington and California have both seen reduced revenues (as has Portland proper). However, the revenue forecasts for 25-27 have remained positive, even if some of the underlying fundamentals demonstrate ill winds.¹ The last revenue forecast before the final budget bill will be published in May. So, we likely will not know the budget details and the level of capital construction commitments we can expect until that report.

Generally, the more high-profile issues have included:

- **Unemployment Benefits for Striking Workers:** A proposal to allow workers on strike to receive unemployment benefits to support their livelihoods during labor disputes.²
- **Education Funding:** **Governor Tina Kotek's** proposed budget for the 2025-27 biennium includes \$11.3 billion for the state's 197 school districts and investments in early literacy and summer learning programs.³

¹ <https://oregoncapitalchronicle.com/2025/02/26/latest-oregon-economic-forecast-shows-more-money-but-federal-government-leaves-future-murky/>

² <https://www.opb.org/article/2025/03/20/oregon-bill-unemployment-pay-passes-senate/>

³ <https://www.osba.org/governors-budget-starts-education-funding-talks-in-good-place/#:~:text=Tina%20Kotek%20has%20officially%20proposed,to%20match%20their%20rising%20costs.>

- **Healthcare Workforce and Hospital Capacity:** Legislators are considering measures to bolster the healthcare workforce, improve hospital bed availability, ban flavored tobacco products, and increase reimbursements for naturopathic physicians and retail pharmacies.⁴
- **Corporate Control of Medical Providers:** A bill has been introduced to prohibit corporate entities, particularly private equity firms, from owning medical practices, aiming to maintain the integrity of patient care.⁵
- **Utility Rate Increase Restrictions:** In response to unresolved wildfire-related lawsuits, proposed legislation seeks to prevent utilities from raising rates until such legal matters are settled.⁶
- **State Budget Proposal:** Governor Kotek unveiled a \$39.3 billion budget plan in December, prioritizing homelessness reduction, mental health services, and education enhancements. As we have discussed for months, the statewide budget bill contains significant investments for our clients and work.⁷
- **Latest Update on State Budget from our Lobbyist:** *“The budget framework prioritizes funding for essential services, including education, public safety, and human services, with a focus on investing in existing, critical on-going programs. The 2025-2027 Co-Chair Budget anticipates \$39.7 billion in available discretionary resources, with a surplus of \$987.5 million that could be strategically invested to support leadership priorities.*

Given that federal funding constitutes approximately 30% of the state budget, proposed reductions at the federal level could severely impact core programs and services. Though this scenario remains uncertain, additional budget plans are being considered to address potential 10%, 20%, and even 30% cuts in federal funding, particularly in education and human services. In response, the proposed budget sets aside \$100 million in emergency funds. While this allocation won't fully offset the anticipated shortfall, it will provide the state with resources to respond in the short term.”⁸

Community Action and Housing Coalition Partner Initiatives

We have several specific concerns this session, both as a state-wide network and as a coalition of advocates for homeless and low-income residents of Oregon. They include:

⁴ <https://www.thelundreport.org/content/oregon-lawmakers-share-plans-2025-session>

⁵ <https://www.wsj.com/articles/state-lawmakers-seek-to-revive-bans-on-corporate-control-of-medical-providers-55f57438>

⁶ <https://katu.com/news/politics/utility-rate-residents-oregon-portland-politics-salem-fair-energy-act-consumer-protection-transparency-watchdog-puc-rate-hike>

⁷ <https://www.oregon.gov/gov/pages/governors-recommended-budget.aspx>

⁸ Paul Rainey, Gallatin Public Affairs, CAPO Contract Lobbyist.

- **Fighting Criminalization of the Homeless Condition:** Preserving the homeless protections enacted by **HB 3115** (2021). Working in collaboration with the **Community Action Partnership of Oregon** and more than two dozen other entities, we successfully prevented any changes to state law concerning the time, place, and manner in which homeless encampments are trespassed. To be clear, local governments already have the lawful capacity to trespass in a reasonable manner. Many of the bills introduced to repeal the 3115 protections sought to radically expand trespassing authority to essentially drive homeless persons outside their jurisdictions, with predictable traumatic consequences. The coalition prevented hearings on **SB 593, SB 645, HB 2432, HB 2445, HB 2762, HB 3462, and HB 3483**, and all of them died in Committee on Friday (March 22) when the deadline for Committee bills expired.
- **Protecting the Current Eviction Safeguards in ORS:** A half-dozen bills to roll back eviction protections enacted during the pandemic failed to move forward at the deadline.
- **Curbing Practices that Harm Low-Income Renters:** **House Bill 2967**, which would ban application and screening fees, is moving forward. It's scheduled for a work session in April and will likely be amended to limit the fees to \$10 (currently, they are \$65 or more here in Salem). Most states have no limits on such fees, but a growing number of states limit the fees to actual costs or \$50 (or less). **Senate Bill 599** (prohibiting landlords from asking about immigration status or acting on it), passed out of Committee on 12 March. It will be on the floor next week.

The full slate of preservation bills remains alive, including \$8.6 million in general funds for **Permanent Supportive Housing** operations and \$285 million in bond funding for existing affordable housing and manufactured housing park preservation (both big deals). Preservation bills include **SB 31** (resources for those in expiring affordable units), **SB 973** (greater transparency around affordability timelines), **SB 32** (data tracking on affordable units), **SB 51** (\$7.3M for an **Affordable Housing Preservation Program** inside OHCS), **SB 829** (insurance relief for shelters, affordable housing, and transitional housing), and **HB 3236** (affordable housing tax credit flexibility). All are expected to pass into law.

Senate Bill 722, which is a rent stabilization bill relating to a proposed ban on rent-setting software, will struggle to make it into law. It seeks to do two things (that are not expressly associated with one another). First, it proposes to cut the current 15-year new construction exclusion on state rental control to just 7 years. That will be a fight. The bill also seeks to end the use of rent-setting software in Oregon. In recent years, national firms have developed proprietary software based on algorithms that analyze markets and suggest rent prices to landlords. This software feels like a classic constraint on free trade by a modern means of price fixing. During the previous administration, the Department of Justice in Washington sued **RealPage** for price-fixing.⁹ **ProPublica** also published an investigation of the chilling effect of

⁹ <https://www.justice.gov/archives/opa/pr/justice-department-sues-realpage-algorithmic-pricing-scheme-harms-millions-american-renters>

this practice on housing costs.¹⁰ Landlords have been able to increase their prices by 25 percent in the year after they converted to the software system.¹¹ In response to the bill here in Oregon, RealPage obtained representation from a Lake Oswego firm, which provided the following written testimony earlier this month:

“Revenue management software is a particularly useful tool for new investors who lack experience in a marketplace. A decision by the state to arbitrarily ban this well-established software – which has been in use for decades and has equivalents in a wide range of industries including car sales, freight, and hospitality – will send an immediate signal to developers and investors that the state of Oregon is hostile to the real estate and rental industries and is an unreliable location to invest. Such a signal could prove catastrophic for Oregon’s efforts to grow its housing supply.”¹²

This is an exceptionally specious argument, arguing that national private equity would choose not to invest in Oregon if such a ban were enacted. No state in America currently bans this software, so any argument that it would create a chilling effect is wildly speculative. Among cities, only San Francisco and Philadelphia have banned the practice. Philadelphia added 8,000 new housing units in 2024.¹³ San Francisco produced only 1,205 units in 2024 (the lowest since 2012), but pipeline projects remain significant. If anything has slowed construction in San Francisco, it is materials cost, land prices, and a government permitting process nightmare.¹⁴

Rent fixing hurts low-income consumers in Oregon. The views on this issue, however, are both broad and deep. Some reasonably worry about the combination of **rent control**, bans on **Artificial Intelligence**-driven price fixing, overly burdensome environmental and permitting requirements that drive costs wildly higher, and tampering with the exemption of new construction from rent control. Together, such factors could collectively worsen Oregon's affordable housing crises.¹⁵ The irony in this debate is that both the government and the private equity price-fixing concerns are trying to manipulate market forces toward an acceptable outcome.

Lost in all that analysis, however, is a simple fact. The people have to be able to afford to eat and live. We will see how this develops.

¹⁰ <https://www.propublica.org/article/yieldstar-rent-increase-realpage-rent>

¹¹ <https://www.nytimes.com/2024/07/19/business/economy/rent-prices-realpage-lawsuit.html>

¹² <https://olis.oregonlegislature.gov/liz/2025R1/Downloads/PublicTestimonyDocument/161316>

¹³ <https://why.org/articles/philadelphia-center-city-district-housing-units/>

¹⁴ <https://abc7news.com/post/san-francisco-loosens-permitting-process-new-housing-construction-is-slow/15485020/>

¹⁵ Oregon was the first state in the nation to adopt a state-wide rent control measure. Price fixing is already illegal, but the software defenders argue that AI takes discrimination out of the picture and promotes development in distressed communities. <https://www.oregonlive.com/opinion/2025/03/editorial-in-a-hole-on-housing-oregon-just-keeps-digging.html>

- **Homeless Funding:** As part of the **Governor's Recommended Budget**, we are expected to see a \$217.9 million investment in the sustainable shelter system (**HB 3644**), \$172.2 million for homeless prevention (**HB 5011**), \$188.2M for the **Oregon Rehousing Initiative (HB 5011)**, and \$105.2 million to continue the **Long-Term Rental Assistance (LTRA)** of recently housed homeless persons (also HB 5011).
- **Creation of the Statewide Shelter System:** As part of **HB 3644**, the state proposes to create a new statewide shelter system to provide reliable and consistent (and stable) funding for the state's extraordinary support of sheltering over the past five years. This bill is the product of a joint effort by Governor Kotek and **Representative Pam Marsh** (D-Ashland). They put together a statewide workgroup this past summer. I chaired one of the sub-committees and contributed heavily to the design of the new state model. I am very proud of that work. We live in a moment where many folks would like to hijack these funds and use them toward purposes that are not in alignment with the needs of the homeless community. These plans are coercive and have little empathy for the humanity of the people outside. Those entities would aggressively move resources away from **low-barrier, housing first, and harm reduction** models in favor of **sobriety mandates, treatment first** practices, and **faith-based services** that would leave thousands to suffer and hundreds to die outside. The workgroup and the bill require the support of low-barrier philosophies, anti-racist policies, housing first, and harm reduction. This work is important for the long-term resources it will provide to our community and for framing how the work will be done in Oregon for the next decade ahead.

The current contracts between the state and the providers will continue through 2025-2026. Sometime next winter, OHCS will hold a competition for the regional coordinator of these funds. The competition will be conducted on a county-by-county basis. Only two entities in Marion-Polk — our agency and the local **Continuum of Care** — will have the capacity to run these funds. With our Board's support, we intend to aggressively pursue this opportunity in Marion and Polk and possibly in adjoining counties. If we leave control of these funds to perspectives not in alignment with best practices and our agency's extraordinary impact, we also risk our ability to control our destiny moving forward.

- **Impending Food Crisis in Oregon:** I could write 20 pages on this matter alone, but the simple version is that our emergency food system in Oregon is strained to the breaking point. The variables in this instability continue to worsen. The economic tragedy of the pandemic for the working poor, and the considerable inflation for basic needs, increased the demand for emergency food sources. Typically, hungry people in need rely on **SNAP** benefits (food stamps) and/or **food banks**. The Oregon SNAP benefit was cut by 1/3rd after the pandemic, even though the demand had increased over 100 percent (and higher in some parts of Oregon). At the federal level, we have a "dirty" **continuing resolution (CR)**, which extended the federal budget until September 30th, but everyone is expecting an eventual additional 30 percent cut to SNAP. It is possible, too, that Oregon's status as a sanctuary state could one day lead the federal government to withhold all that benefit, especially this summer as immigration actions

heat up. Quietly, as part of the new administration's war on the **Green New Deal**, **President Donald Trump** cut off the **United States Department of Agriculture's** account at the **Commodity Credit Corporation**, which is a purchasing power USDA has with national commodities (and essentially a subsidy for American farmers). USDA purchasing programs account for 20 percent of the food supply for Oregon food banks. It is irreplaceable because much of that purchase is protein, less typically donated through other practices.

At the state level, the **Oregon Food Bank**, which organizes the regional food banks and distributes funds from the **Oregon Hunger Relief Fund**, has other priorities. In recent years it has been heavily political (blaming Republicans for the walk-out three years ago, supporting the carbon tax, and publishing a **"River to the Sea"** statement in support of **Gaza**). This session the Oregon Food Bank's priority is their **Food for All** program (that we are supporting as well), which would secure food access for undocumented residents of Oregon. They are not supporting the Regional Food Banks, choosing instead to sit this one out.

To address this impending crisis, we are supporting Senate Bill 5526, which would close a funding gap of \$16.7 million for regional food banks. Since the pandemic began, the demand has increased by at least one-third, and in some rural areas, the demand has risen 100 percent or more. Our ask includes additional one-time funds for the following:¹⁶

Organization	Operation Funding/Food Acquisition Gap
Access Food Share	\$1,324,000.00
Community Connections of NE Oregon	\$200,000.00
CAPECO Food Share	\$1,000,000.00
Linn Benton Food Share	\$1,200,000.00
Food Share of Lincoln County	\$400,000.00
NeighborImpact	\$2,000,000.00
Yamhill Community Action Partnership	\$1,000,000.00
Clatsop Community Action Regional Food Bank	\$500,000.00
Columbia Pacific Food Bank	\$300,000.00
Food for Lane County	\$2,000,000.00
Josephine County Food Bank	\$500,000.00
Klamath-Lake Counties Food Bank	\$600,000.00
Marion/Polk Region	\$2,000,000.00
South Coast Food Share, ORCA	\$1,600,000.00
Feeding Umpqua, a program of UCAN	\$2,078,000.00
Total	\$16,702,000.00

- **Expanding Energy Assistance:** Everyone reading this report has felt the impact of utility increases in Oregon. In December, the state's **Public Utility Commission (PUC)** approved a 10 percent increase in residential electric rates for customers of **Pacific Power** and then an additional 5.5 percent increase for residential customers of **Portland General Electric (PGE)**. As

¹⁶ **Marion-Polk Food Share** preferred us to ask on their behalf, because they did not want this ask to complex their capital request for \$6 million for their warehouse. So our region is named, but if the funds come they will go to the Marion Polk Food Share for food purchasing.

of January 1st of this year, the residential rates for both utilities have increased 50 percent since 2020, which is more than twice the rate of inflation. Both are investor-owned and serve more than 1.4 million customers in Oregon. Both set records for disconnects from power for nonpayment in 2024. From January through October, Pacific Power disconnected **20,000** Oregon households, up from 8,000 in the same period in the year before. PGE disconnected **32,000** customers in 2024, an increase of about 4,800 households above 2023. The PUC (thankfully) has also banned shutoffs from January 1-April 1 for those making \$36,800 or less in a four-person household with an annual income of \$71,000 or less. That group is also eligible for an (opt-in) bill discount that could be as high as 80 percent.¹⁷

But it is simply not enough. Oregon's primary state energy assistance fund is the **Oregon Energy Assistance Program (OEAP)**, which we administer in Marion and Polk. It is a **rate-payer** fund designed to raise \$20 million from the customers of the shareholder energy companies (PGE, Pacific Power), which is then returned as energy assistance to people in need. If you live in Salem and use PGE, you will see a 1.5 percent charge on your bill. The charge was first established as part of SB 1149 (1999) and went into effect in 2002. It was originally set at \$10 million and was increased to \$15 million in 2007. For the past ten years, the fund has collected \$20 million, but there have been no increases despite the massive inflation of energy costs in Oregon. Our network has worked to develop and will support **House Bill 3792-3** (sponsored by **Rep Tom Anderson**, D-Salem). That bill will increase the OEAP rate collection from 1.5 percent to 3 percent and raise an additional \$20 million to distribute as low-income energy assistance.¹⁸

- **Water Assistance:** The Network is supporting **House Bill 3527**, as well. That bill would generate \$11 million to fund Oregon's **Low-Income Water Assistance** program. During the pandemic, we had a federal version of this program (administered by **Community Action Agencies**), but it has expired. Water costs can be considerable. We have vetted clients for the City of Salem's rate-discount program for years. However, additional statewide funds would allow us to financially support those who need further assistance with their water costs. This bill would establish the **Public Drinking Water and Sewer Ratepayer Assistance Fund** in OHCS.¹⁹

We are roughly halfway through the session. Despite all the challenges, we are in a better place than in the past 30 years.

Jimmy Jones
23 March 2025
Salem, Oregon

¹⁷ <https://oregoncapitalchronicle.com/2024/12/20/state-regulators-approve-more-electricity-rate-hikes-for-oregonians-in-2025/>

¹⁸ <https://olis.oregonlegislature.gov/liz/2025R1/Committees/HCCP/2025-03-27-13-00/Agenda>

¹⁹ <https://olis.oregonlegislature.gov/liz/2025R1/Downloads/MeasureDocument/HB3527>

Mid-Willamette Valley Community Action Agency, Inc.
Actual to Budget, July 2024 - January 2025

	Jul 2024 - Jan 2025		FY25 - Budgeted	Expected Spent %	Actual Earned/Spent %	Difference
Grant and awards	\$ 38,154,621		\$ 76,460,608	58%	50%	-8%
Other program revenue	1,857,958		505,000	58%	368%	310% (a)
Contributions	322,232		500,000	58%	64%	6%
Total Revenue	40,334,811		77,465,608	58%	52%	-6%
Expenses						
Community resource programs	11,944,151		32,408,567	58%	37%	-21% (e)
Reentry services	221,525		368,999	58%	60%	2%
Child care resource and referral network	1,459,763		2,533,760	58%	58%	-1%
Energy assistance programs	3,746,791		6,199,647	58%	60%	2%
Weatherization services	2,129,359		2,978,302	58%	71%	13% (c)
Nutrition first USDA food program	2,463,102		4,577,844	58%	54%	-5%
Head start	10,712,667		16,536,748	58%	65%	6%
Home youth services	4,586,671		5,794,441	58%	79%	21%
Management and general	3,590,323 (b)		5,742,300	58%	63%	4%
Total Expenditures	40,854,353		77,140,608	58%	53%	-5%
Revenue Over/(Under)						
Expenditures	\$ (519,541) (d)		\$ 325,000			

(a) Other program revenue includes miscellaneous rebates for the Programs, CCR&R class fees, and rent income (offset against grant funding).

(b) MG&A percentage 9%

(c) Weatherization purchased 3 vehicles in July which would skew their over/underspent position through September.

(d) Revenue under expenditures is due to unrecoverable admin costs, overspent grants, and grants that are not drawn down all

(e) Community Resource Programs is underspent due to work on the rennovations projects not being far along.

**MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY,
INC.
(A Nonprofit Organization) STATEMENT OF FINANCIAL
POSITION AS OF JAN 31, 2025 (UNAUDITED)**

	As of Dec 31, 2024 (for Comparison)	As of Jan 31, 2025 (Current)	Month over Month Increase / (Decrease)
ASSETS			
Current Assets			
Cash & Cash Equivalents	3,494,502	3,066,197	(428,305)
Grants receivable	4,954,576	4,787,806	(166,770)
Accounts receivable	316,598	316,598	0
Prepaid expenses	702,580	728,977	26,397
Prepaid insurance	53,228	53,564	335
Total Current Assets	9,521,485	8,953,141	(568,343)
Long Term Assets			
Vehicles	3,169,093	3,169,093	0
Furniture & Equipment	1,602,901	1,602,901	0
Construction in Progress (CIP)	2,613,990	2,971,858	357,868
Buildings & Improvements	28,945,065	28,945,065	0
Land & Improvements	1,657,445	1,657,445	0
Closing & Refinance Costs	100,897	100,897	0
Accumulated Depreciation	(8,899,088)	(9,026,677)	(127,590)
Total Long Term Assets	29,190,302	29,420,581	230,279
Total Assets	38,711,787	38,373,723	(338,064)
LIABILITIES AND NET ASSETS			
Current Liabilities			
Accounts Payable	1,169,069	1,120,897	(48,172)
Credit Card Payable	20,102	99,160	79,058
Accrued Payroll	1,013,705	991,275	(22,430)
Payroll Liabilities	485,785	502,706	16,921
Accrued Vacation	896,493	929,998	33,505
Deferred revenue	8,235,488	7,965,711	(269,777)
Total Current Liabilities	11,820,642	11,609,747	(210,895)
Long-Term Liabilities			
Notes Payable			
NOTE PAYABLE-CB/2872-UB/4452 ADMIN	1,366,497	1,361,997	(4,500)
NOTE PAYABLE-CB/UB/2109 HSDL	332,985	332,319	(666)
NOTE PAYABLE-CB/UB/1469 HSWL	1,055,634	1,053,524	(2,110)
NOTE PAYABLE-UB/2065 JACKSON	444,897	444,344	(553)
NOTE PAYABLE-UB/4033 MILL CITY	330,030	328,084	(1,946)
Total Long-Term Liabilities	3,530,044	3,520,269	(9,776)
Total Liabilities	15,350,686	15,130,016	(220,671)
Net Assets			
Net assets without donor restrictions			
Undesignated, available for general activities	1,644,466	1,527,072	(117,394)
Net investment in equipment and facilities	21,649,653	21,649,653	0
Total Net Assets Without Donor Restrictions	23,294,119	23,176,725	(117,394)
Net assets with donor restrictions	66,982	66,982	0
Total Net Assets	23,361,101	23,243,707	(117,394)
Total Liabilities and Net Assets	38,711,787	38,373,723	(338,064)

**MID-WILLAMETTE VALLEY COMMUNITY ACTION
AGENCY, INC. (A Nonprofit Organization)**
STATEMENT OF ACTIVITIES YEARS ENDED JAN 31, 2025
(UNAUDITED)

	Dec 2024 (for Comparison)	Dec: % of Total Revenue	Jan 2025 (Current)	Jan: % of Total Revenue
REVENUE AND SUPPORT				
Grant Revenue: Federal	14,118,371	42.3%	15,682,841	40.4%
Grant Revenue: State & Local	14,166,869	42.4%	16,427,335	42.3%
Grant Revenue: Other	4,554,564	13.6%	6,168,487	15.9%
Other program revenue	227,820	0.7%	211,301	0.5%
Contributions	303,729	0.9%	322,232	0.8%
Rental Income	39,289	0.1%	45,891	0.1%
Total Revenue and Support	33,410,643		38,858,088	
EXPENSES				
Salaries and wages	13,428,321	40.2%	15,961,257	41.1%
Payroll taxes and employee benefit costs	3,554,615	10.6%	4,209,998	10.8%
Advertising and recruitment	86,942	0.3%	93,061	0.2%
Client services	7,135,622	21.4%	8,296,389	21.4%
Contract services	5,035,955	15.1%	5,628,078	14.5%
Training	182,987	0.5%	209,795	0.5%
Insurance	123,052	0.4%	151,008	0.4%
Leased equipment	37,751	0.1%	43,782	0.1%
Space costs	739,639	2.2%	879,187	2.3%
Repairs and maintenance	745,801	2.2%	821,887	2.1%
Program supplies	1,320,727	4.0%	1,497,456	3.9%
Postage and printing	79,455	0.2%	91,766	0.2%
Telephone	219,575	0.7%	256,831	0.7%
Transportation fleet	169,115	0.5%	181,567	0.5%
Travel	154,569	0.5%	168,801	0.4%
Other	21,402	0.1%	21,724	0.1%
Depreciation	755,472	2.3%	882,548	2.3%
Amortization	3,051	0.0%	3,564	0.0%
Total Expenses	33,794,050	101.1%	39,398,700	101.4%
Revenue Over/(Under) Expenditures	(383,407)	(1.1)%	(540,612)	(1.4)%

**Chief HR Officer Report
To The Community Action Agency Board
Helana Haytas, CHRO March 2025**

Preventing Violence in the Workplace

Safety Committee is reviewing the protocols in place that protect staff and conducting investigations of events that involve or potentially violence. New staff orientation introduces new staff to 'self-defense' skills from local martial arts business West Salem Shao-Lin Kempo. Each month, MWVCAA onboards 30-40 staff, and they learn basic skills during the New Staff Orientation classes that take place twice per month. Staff have reported that they are sometimes shocked at the behaviors from some unsheltered clients, so training is key to awareness and safety. Most of last year, security guards were stationed at the ARCHES Day Center and some sheltering sites out of concern for staff safety. Staff are trained to refrain from touching unsheltered clients, which could cause a negative reaction. Safety Committee also supported the Narcan Administration training for all programs, including the Administration office.

Management Brown Bag Training

Managers weekly are able to brush up on a HR topics that may be of interest. These lunch time sessions allow managers to take time to hear about processes and best practices in areas of HR that directly affect their employees. Recently discussed was the hiring process, No Call No Show procedures, and documenting employee incidents and conversations. Over the course of 3 months, the Brown Bag trainings will cover FMLA/OFLA and Paid Leave Oregon as well as ADA. There will be a session on the Agency Pay Practices and Job Descriptions as well as Anti-Harassment and Reporting for Managers.

Chief Information Officer Report Robert Hale, CIO March 2025

Department Overview:

The IT department is responsible for the full spectrum of technology services and infrastructure that support the organization's 600 users across 47 sites. Our team provides end-to-end IT services, ensuring reliable, secure, and efficient systems that enable daily operations.

Core Responsibilities:

- **Helpdesk & User Support:**
 - The IT department manages approximately 100 open support tickets at any given time.
 - On average, we resolve and close around 30 tickets daily, covering a wide range of user issues, technical troubleshooting, and system support.
- **Infrastructure Management:**
 - Our team is responsible for the installation and maintenance of all physical IT infrastructure, including Ethernet wiring, phone systems, and server closets at all 47 sites.
 - We manage all servers, networking equipment, and on-site systems to maintain operational continuity.
- **System Replacement & Lifecycle Management:**
 - We maintain a rolling hardware replacement schedule, replacing approximately 25% of user systems each year to ensure the organization stays current with technology standards and security best practices.
- **Procurement & Asset Management:**
 - The IT department oversees the procurement of all technology assets across the organization, including computers, servers, networking hardware, phones, and software.
 - We track and manage all IT assets to optimize costs and support future planning.
- **Enterprise Systems Support:**
 - Our scope covers all systems organization-wide, including email, cloud platforms, business applications, data security, backups, telecommunications, and onsite server environments.
 - We coordinate upgrades, patches, and maintenance to minimize downtime and mitigate risks.

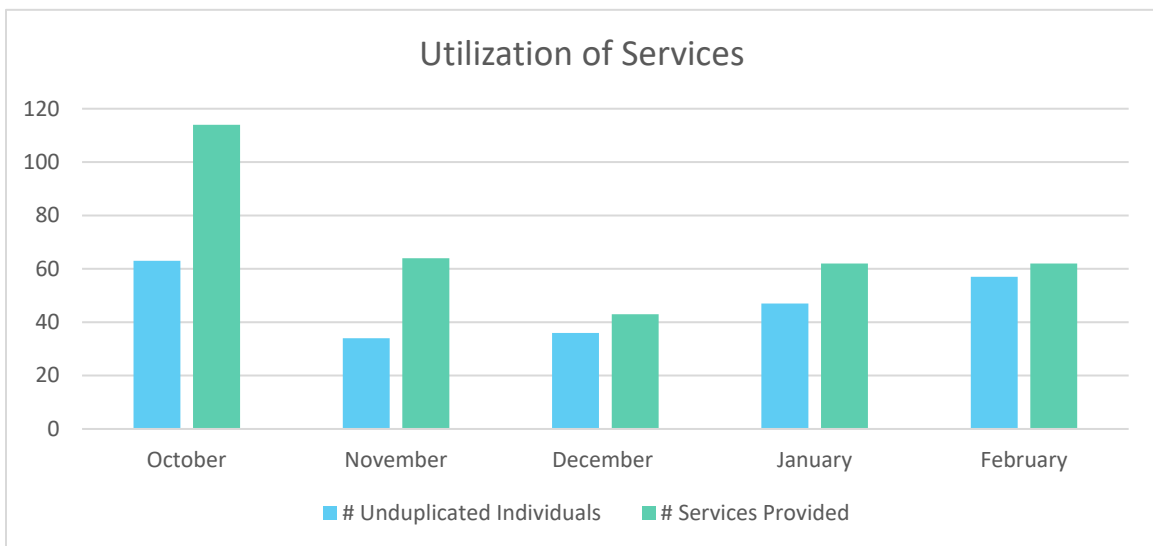
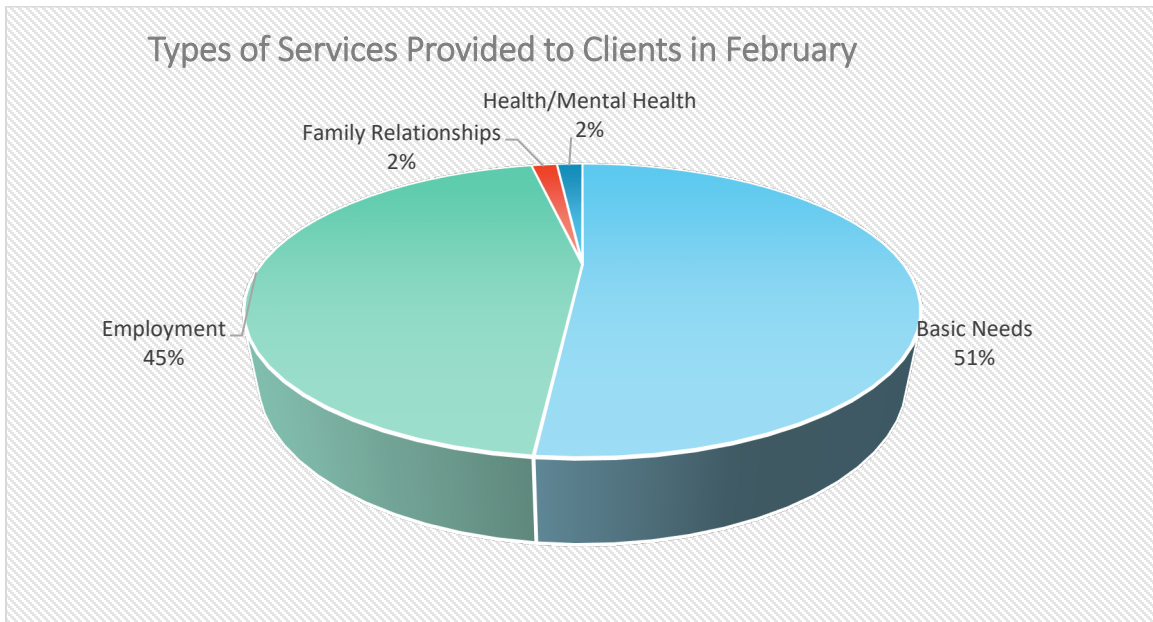
Ongoing Focus:

- Maintaining a high level of service responsiveness while supporting growing user and system demands.
- Continuing the annual hardware refresh program to keep systems modern and secure.
- Enhancing infrastructure reliability across all sites, including improving network redundancy and disaster recovery capabilities.
- Evaluating emerging technologies to improve operational efficiency and security.

Community Action Reentry Services

April Cox, Director

March 2025



Opportunities/Challenges

During the month of February, the Eviction Prevention team moved out so we now have the building dedicated to our program. Staff now have adequate space to meet with clients and we have a client computer workspace equipped with four computer stations and a client phone. We are working on establishing a limited clothing closet, basic hygiene supplies, and other emergency basic needs. We are finalizing our next welding training cohort which will begin classes at Chemeketa on 3/31. We are working on developing other training programs focused on manufacturing work which will include forklift operator, OSHA 10, CPR/First Aid/AED, and other credentials based on a limited duration training program. We are recruiting manufacturing employers that are interested in hiring our clients and we look to provide the trainings they require of their new employees as well as employees seeking promotions.

Energy Services March PY25 Program Report

Summary of Activities

February PY25 unduplicated Marion & Polk Completions

Energy requested and received an additional LP allocation in February from OHCS. The PY25 allocation totaled \$193,805.47, \$155,121 Direct Client Vendor funds. These funds will enable Energy to assist approximately 365 additional households.

Unduplicated applications completed: 667 HH'S, 1747 individuals. Average payment \$421

Direct Client Vendor payments; LP \$254,429/OEA PGE \$134,625
OEA PAC \$29,430 **TOTAL DCV \$418,484**

918 applications were received in February; 782 in office & 190 online complete.

* A total 430 online applications were submitted, 240 were incomplete.

Energy is working with IT to update online application. Online applications were available beginning November 2024, this spring/ summer we look forward to implementing updates that increase ease of navigating application, uploading required documents, Etc. Primary goal is to provide an online option that is easy to use and decreases the number of incomplete applications received.

48 applications were denied in February, 42% were over income, 23% were incomplete (missing documents unable to determine eligibility) and 35% already received assistance in program year 2025.

2077 households came into Energy office to ask questions, request applications, turn in applications / documents, meet with Eligibility Specialists, Etc. Office Specialists received approximately 2137 calls. (Office Manager is working with IT to review Masergy software.)

As of February 28, Energy's available LP DCV \$815,196 (34.7% of PY25 allocation, does not include OHCS extra allocation). OEA PGE DCV \$447,599 (23.6% of PY25 allocation) and OEA PAC DCV \$163,826 (55% of PY25 allocation).



February 2025 Report for Weatherization Program

Below is the Auditor, Inspectors monthly report and I have attached the Intake/
Energy education Office report.

Audits started 17

Final inspections 10

Technicians completed 4 Air seals

Thanks

Hector Guzman

WX Program Director

WEATHERIZATION



Month:



WAITLIST

Utility	Pre-Screening Form Request	Pre-screening forms Returned	Total on waitlist
PGE			
PPL			
NNG			
BPA			
Other			
Total			

Waitlist Total:



INTAKE

Utility	Appointments Scheduled	No Shows	Pending	Not Qualified	Qualified—Job Number Assigned
PGE					
PPL					
NNG					
BPA					
Other					

TOTAL NEW JOBS:
Jobs Year to date:

☒ DONE!

COMPLETIONS



Total HH Completed:



Total # of people served:



Total # of minors:

Total # of seniors:



Total # of disabled persons:



Total # of Veterans:



Utility	Completed Jobs	Total Spent
PGE		
PPL		
NNG		
BPA		
Other		
Total		

Site Built
Homes

Mobile
Homes

Owners

Renters

HEAD START PROGRAM REPORT TO BOARD OF DIRECTORS & POLICY COUNCIL

Liz Salinas Head Start Director – February 2025

Attendance

Head Start Preschool

9/24	10/24	11/24	12/24	1/25	2/25
84.24%	82.26%	80.22%	73.72%	76.53%	75.61%
3/25	4/25	5/25	6/25	7/25	8/25

Early Head Start

9/24	10/24	11/24	12/24	1/25	2/25
78.77%	78.40%	76.87%	70.71%	73.92%	71.64%
3/25	4/25	5/25	6/25	7/25	8/25

Attendance Analysis – Absences for February 2025

The Head Start attendance rate for February was below the required 85%. The top absence reason during the months was:

- Child illness – 52.74%

The Early Head Start attendance rate for February was below the required 85%. The top absence reasons during the months were:

- Child Illness – 47.95%
- Unexcused – 12.48%

Enrollment Reporting: Programs must be full within 30 days of the start of the school year and continue to fill vacant slots within 30 days of the vacancy until 30 days before the end of the year. Numbers reported include slots vacant for less than 30 days.

Head Start Preschool – Full Enrollment = 510

9/24	10/24	11/24	12/24	1/25	2/25	3/25	4/25	5/25	6/25	7/25	8/25
501	510	480	509	510	494						

Early Head Start – Full Enrollment = 214

9/24	10/24	11/24	12/24	1/25	2/25	3/25	4/25	5/25	6/25	7/25	8/25
198	208	206	205	210	209						

Waiting Lists

Head Start Preschool

9/24	10/24	11/24	12/24	1/25	2/25	3/25	4/25	5/25	6/25	7/25	8/25
69	77	97	95	108	111						

Early Head Start

9/24	10/24	11/24	12/24	1/25	2/25	3/25	4/25	5/25	6/25	7/25	8/25
22	44	48	58	61	59						

USDA Meal Reimbursements

	January 2025	
USDA Meal Reimbursements	Number of Meals Served	Amount Reimbursed
Breakfast	4,292	\$10,172.04
Lunch	4,322	\$19,146.46
Snack	1,135	\$1,373.35
Cash In Lieu		\$1,296.60
Total Reimbursement	9,749	\$31,988.45

Report from Head Start Director

Staff shortages and Hiring: Staff shortages, illness and callouts continue to be a hurdle to keeping classes open every day. Some sites are experiencing rolling closures so that classes that have been canceled more often can be open. The good news is we do have several staff in the hiring and onboarding process and there is hopefully a light at the end of the tunnel.

Head Start 2024-2025 Enrollment: Head Start enrollment has decreased slightly from January, dropping from 510 to 494. EHS is holding steady and only has one less child enrolled at 209 compared to 210 in January. There could be a number of reasons for the decline in PREK numbers, and we will do a drop reason analysis internally to see if there are any trends or improvements we can make.

Attendance: Attendance remains low for February, particularly in PREK, where over 50% of children have been sick. EHS follows closely behind at nearly 48%. Typically, as we transition into warmer spring weather, illnesses subside, leading to an increase in overall attendance percentages.

Child Care Resource and Referral - March Board Report

CCR&R is currently supporting 562 educators across 15 groups. We have created a flyer in English and Spanish listing all 15 groups and how to apply, we are hoping this will increase visibility. These flyers will be shared with our local licensors as well for them to distribute to educators. Website updates to the CCR&R section continue with the goal of streamlining the user experience so it is easy, understandable, and helpful.

CCR&R is planning to start a business cohort on March 15. Eight people from Marion County will be participating. The business coach has been helping a new educator set up a classroom environment. We have also been offering basic business training to the community. Started with a Spanish session but now we are offering in English. Topics: Legal business structures and the benefits of registering your business (Part 1 & 2).

The Preschool Promise (PSP) staff that support early learning programs who receive PSP funding conducted their second professional development training day on February 7th from 9:00 AM - 8:00 PM. The 9 trainings were offered both in person and by Zoom. The attendance at each session ranged from 21-88 attendees with a total of 467 attendees across the sessions. Sessions were offered in both English and Spanish.

Hands-on workshops on the last Saturday of the month are increasing in participation significantly we are having 20-25 participants. We have offered two workshops every month: Spark and Basic Computers.

Our EL Apprenticeship is showing success through multiple ways, one measurement demonstrating the why behind all of our work is seen through the children in each of the apprenticeship classrooms beginning to lean into their teachers as a safe base in their lives. The apprentices and mentor teachers have begun community-based trainings this month, as well as are participating in the winter college course that aligns with the program. Our focus in training is on the importance of building relationships, trauma informed practices, pyramid model and how environmental factors impact young children, over 26 people attended the first training. We also piloted our first asynchronous training that took participants through ORO, how to apply for a step, and training certificates. The feedback was positive and we plan to move forward with an asynchronous a training on Developmentally Appropriate Practices in March, along with two live virtual trainings.

We have added 8 apprentices and 2 additional training agents this winter, as well as filtering weekly calls from interested educators in Portland, Beaverton, and other areas outside our region inquiring about joining the apprenticeship. As the interest is spreading with apprentices, the same is true with funders. We received a grant from Future Ready Oregon through Willamette Workforce Partners for \$249,999 to offer a one-year apprenticeship in the Salem area. This will run May of this year through June

of 2026. Higher Education Coordinating Council (HECC) has also reached out and is including EL apprenticeship in a DOL grant they are completing, which if approved could bring us another \$400,000 for three additional years. We are also busy preparing for apprenticeship expansion, we are interviewing for a second apprenticeship coach next week and partnering with Chemeketa Community College as another training provider for the program.

The Passion 2 Profit grant for expansion and start up of new EL programs in Yamhill county is thriving. Our business navigator has been working diligently with our grantees to ensure they meet their key milestones while maintaining compliance with state, county, and federal regulations as they progress toward obtaining their state licenses and prepare to open and expand their programs. Efforts this month focused on developing the targeted training sessions that address the distinct needs of both our new and expanding programs. We have opened these training sessions to applicants who were not selected as grantees as well, it has been exciting to include additional participants into our cohort, further supporting their goals of providing quality care in Yamhill and enhancing their existing business practices.

Of our 12 grant recipients, 8 have successfully completed their first series of milestones and qualified for the initial round of grant fund disbursement. The remaining 4 are making steady progress, although some have encountered challenges with the City of Newberg regarding land use and purchases, along with minor delays due to personal circumstances. We are also pleased to report that two of our expanding programs have now also qualified as Training Agents under our apprenticeship program as well!

CCR&R STATEWIDE REPORT 2024

4/1/2024-12/31/2024

Attendee numbers in this report represent duplicated counts, meaning individuals who attended multiple sessions or events may be counted more than once.

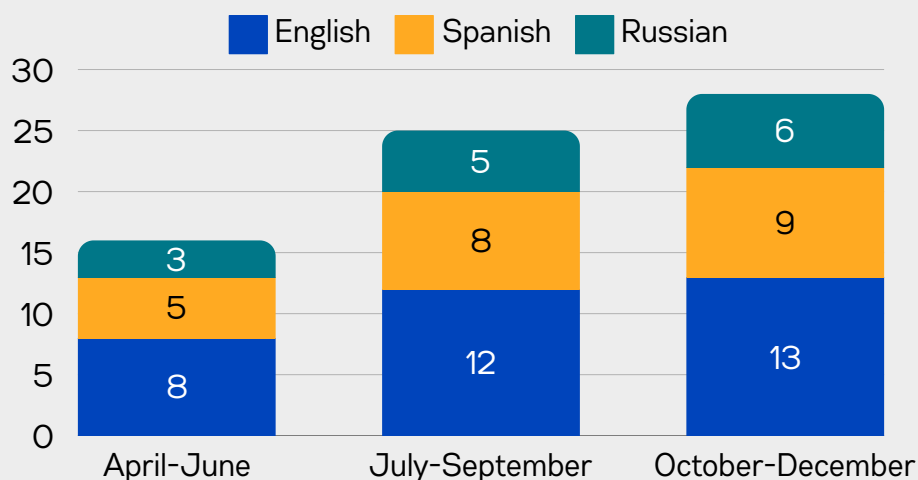


6371
Attendees

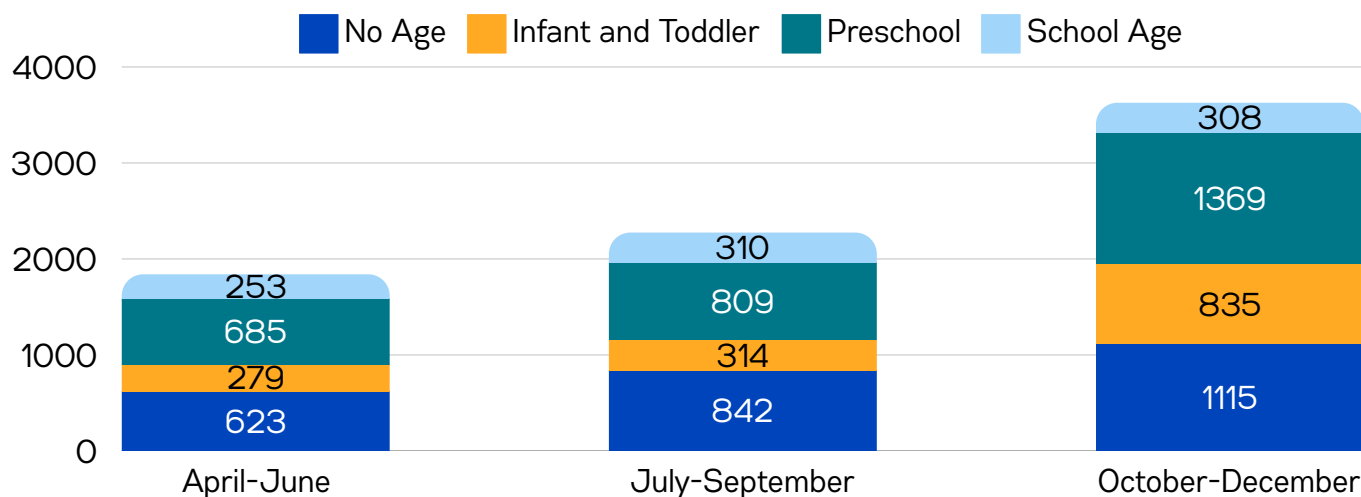
69
Statewide Webinars

10
New Trainers Recruited

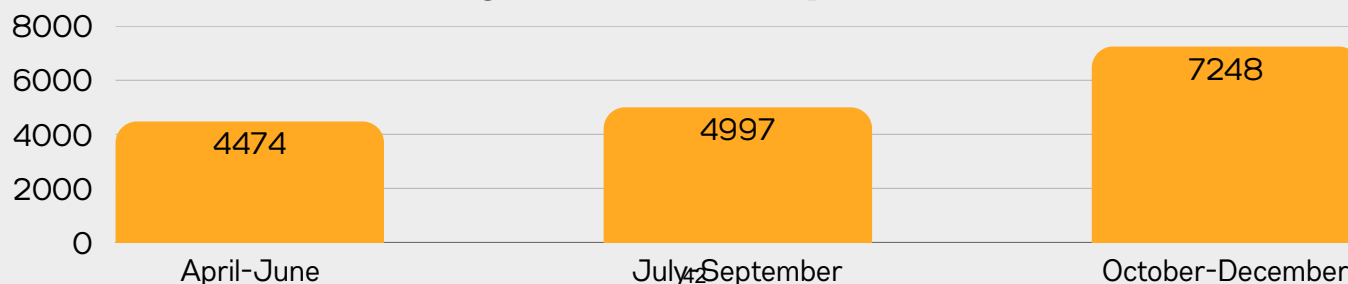
Statewide Webinars Offered by Language



Attendance by Age Related Content

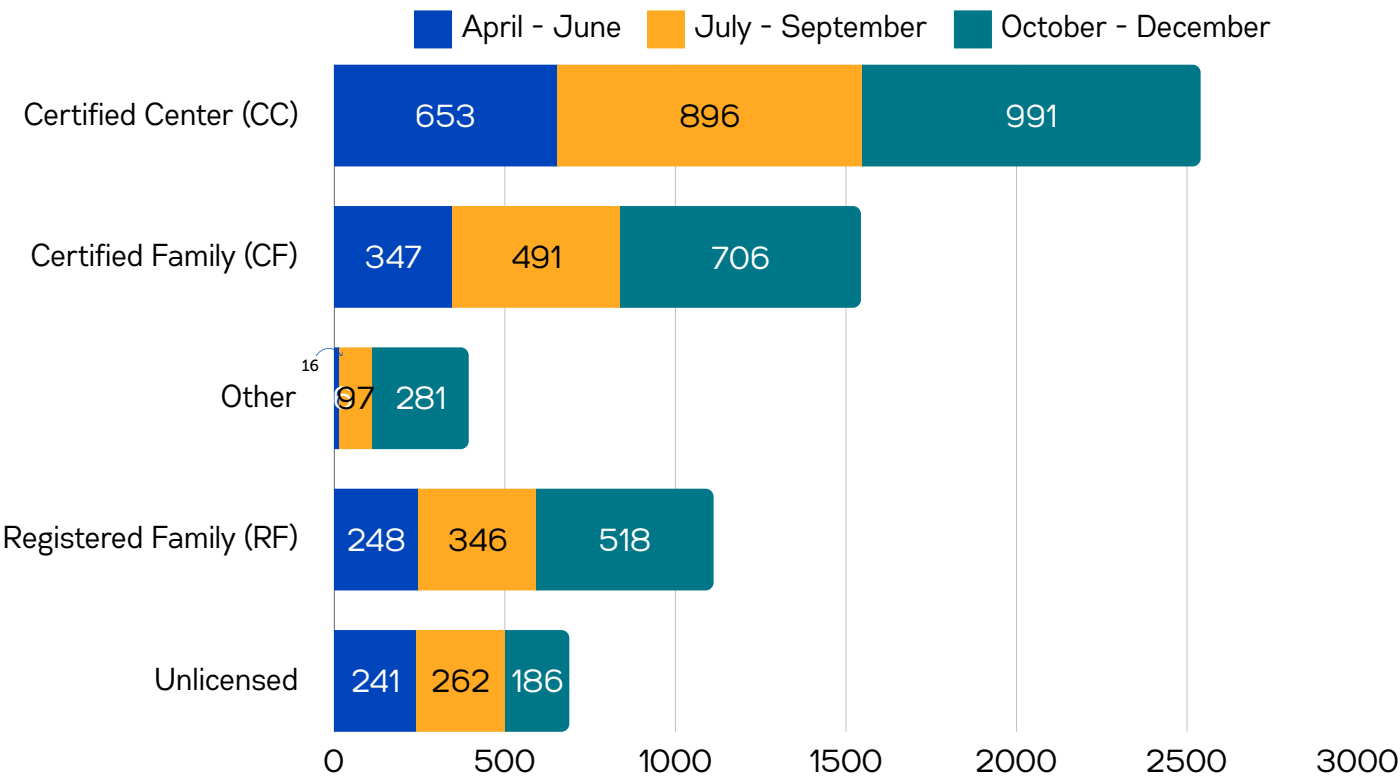


Total Training Hours Participants Received

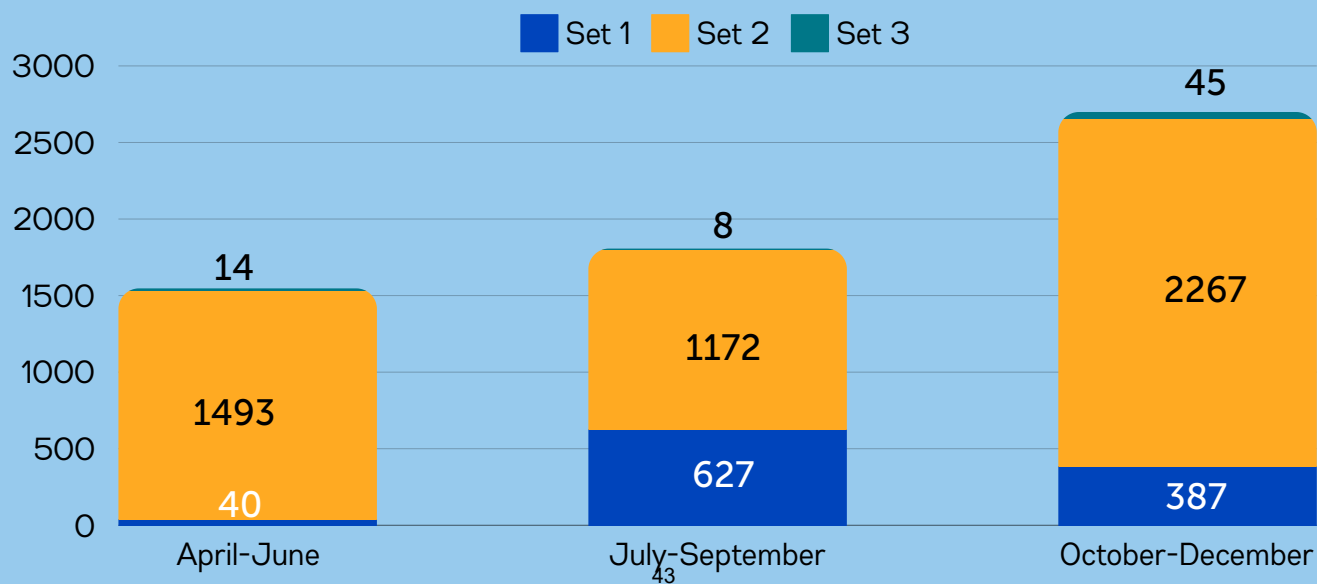




Attendance by Program Type



Attendees by Training Set

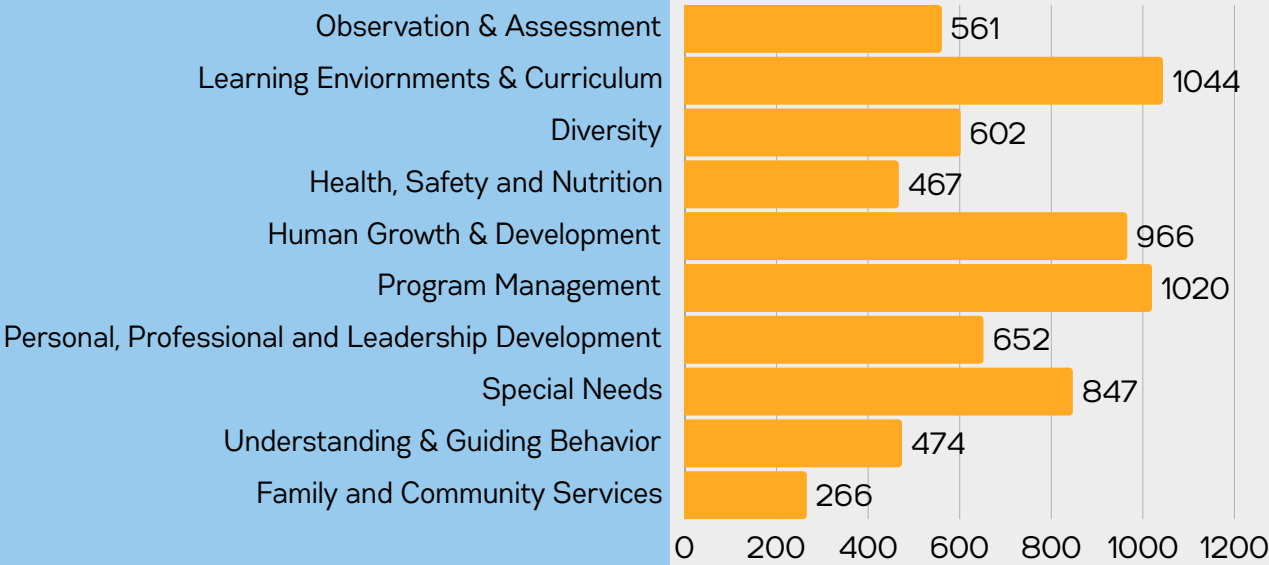


CCR&R STATEWIDE REPORT 2024

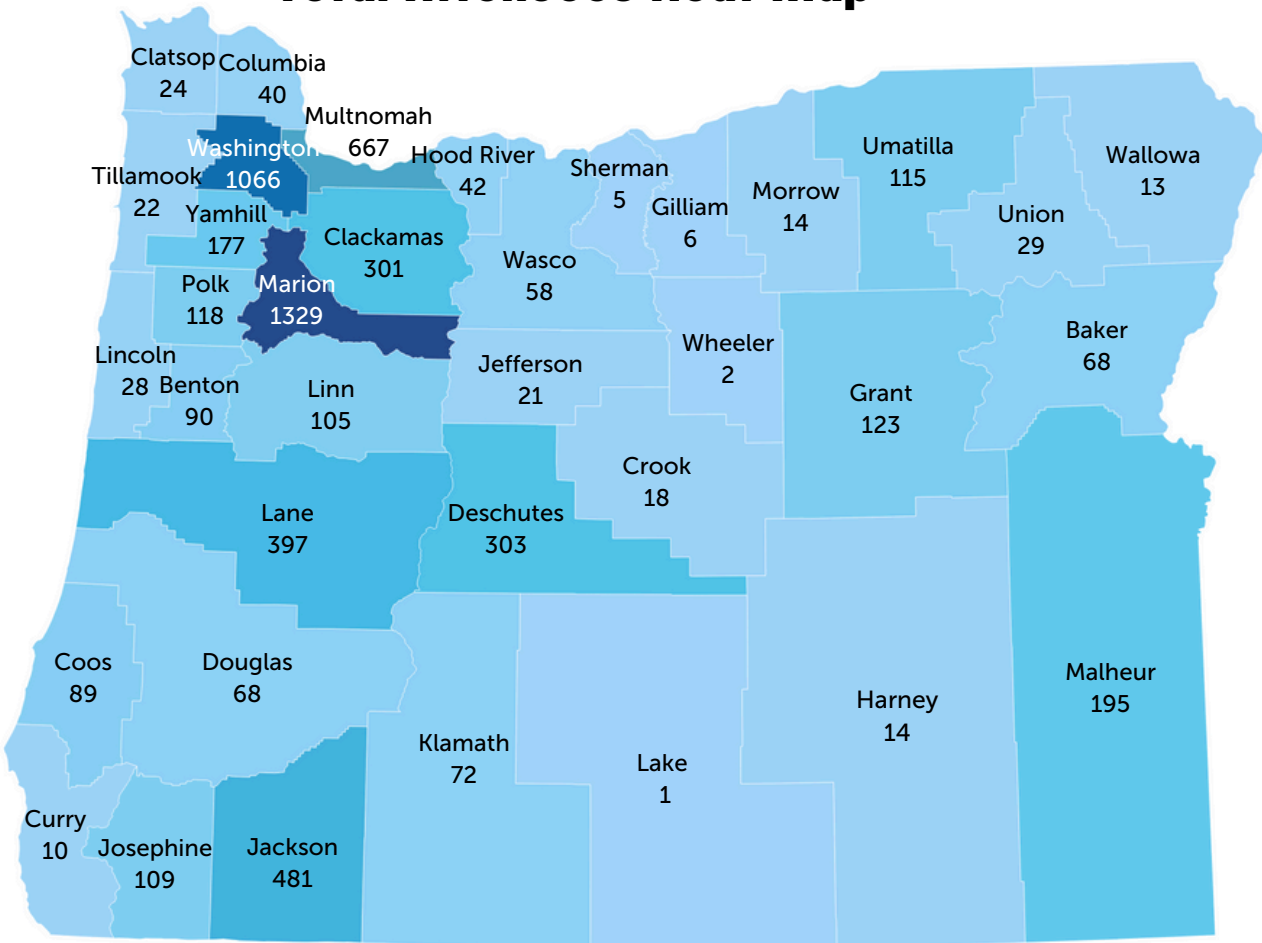
4/1/2024-12/31/2024



Attendees by Core Knowledge Category



Total Attendees Heat Map



Nutrition First - Child Care Food Program
Carmen Romero - Program Director
February 2025

Nutrition First CCFP reimburses child care providers who are certified or registered with the Child Care Licensing Division or license-exempt providers listed with ODHS. The following chart is for the fiscal year 2024-2025. It shows the total number of clients, including those who opened and those who closed each month.

The fiscal year for the CACFP program is from October to September.

Month	Aug. 2024	Sept. 2024	Oct. 2024	Nov. 2024	Dec. 2024	Jan. 2025	Feb. 2025		
Start	503	503	505	502	503	502	501		
Opened	13	15	14	7	6	8	8		
Closed	13	13	17	6	7	9	12		
Active #	503	505	502	503	502	501	497		

- For February, we signed on eight providers (seven providers registered with CCLD and one is licensed exempt providers approved for EDRC) Nutrition First also close 12 providers, leaving us at the end of February with 497 active homes.

The only difference between the CCLD providers and the license exempt listed providers is how many children the state has allowed them to care for and that is the number of children Nutrition First will reimburse meals.

- During February, staff conducted six in-home sign-ups, 122 in-home monitoring reviews and saw approximately 1098 children in the reviews.
- Nutrition First works in 11 counties and providers are distributed as follows.
Benton 13, Clackamas 14, Lane 76, Lincoln 10, Linn 32, Marion 163, Multnomah 61, Polk 30, Tillamook 5, Washington 65, and Yamhill 23.
- In January, the CACFP reimbursed a total of \$309,378.88 to 477 providers who submitted claims for the meals they served. For February, only 467 claims have been submitted so far, amounting to a total reimbursement of \$269,353.63. Some providers opt to submit their claims late, sometimes by a month. Additionally, some active providers choose not to submit a claim in any given month. Although these providers are counted as active, they are placed on "hold" for payments, which is why not all active providers appear to be claiming reimbursements.

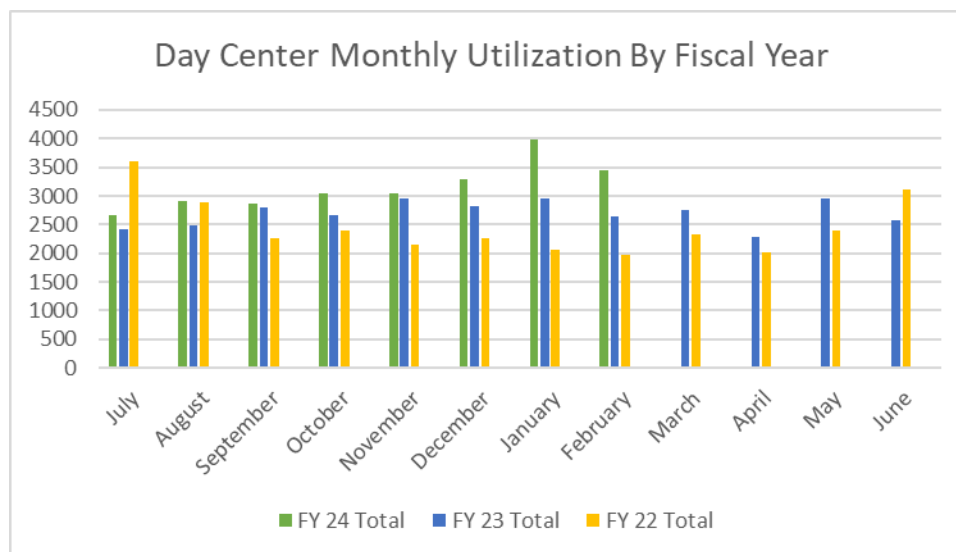


615 Commercial Street NE
Salem, Oregon 97301
CRP Board Report – February 2025

The ARCHES Day Center is open five days a week. During these hours all traditional services are available, including: mail, showers, laundry, meals, and client care. Day Center hours are Wednesday – Sunday from 9 AM – 4:15 PM.

Since its inception, the Day Center continues to make a profound impact on the daily lives of our most vulnerable community members. During this fiscal year, the Day Center has averaged **140 unduplicated individuals** accessing its services each day, a testament to its consistent appeal and reliability. This steady attendance aligns seamlessly with previous monthly patterns, underscoring the Day Center's vital role as a cornerstone of support and connection within the community.

In February, 2025, the Day Center welcomed a total of **3,456 duplicated individuals**, reaching a daily average of **144 individuals served**. **Graph 1** highlights the center's ongoing demand for essential services, underscoring its crucial role in service delivery and reaffirming its impact within the community's continuum of care.



Graph 1

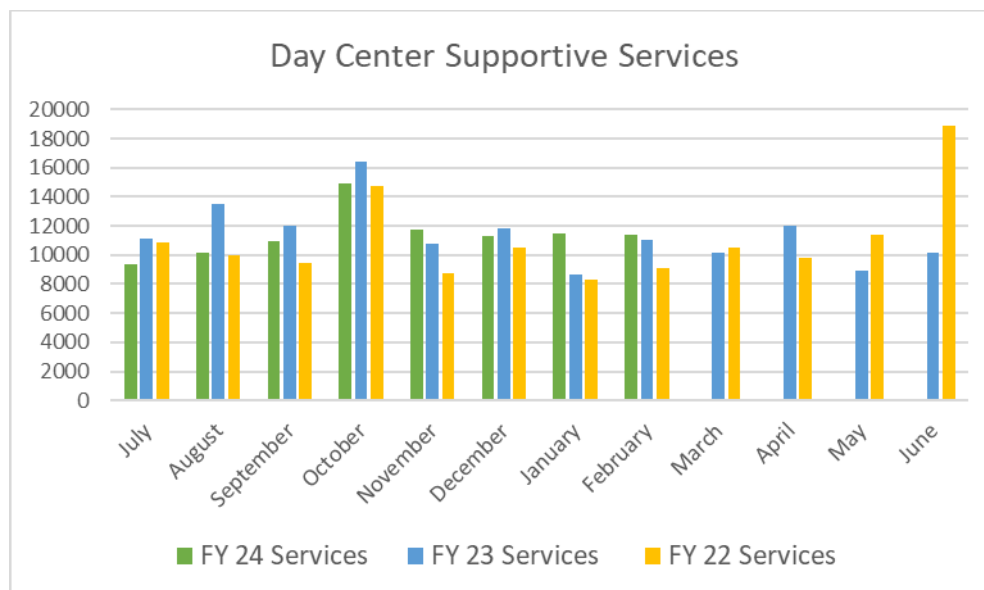
ARCHES Basic Needs & Supportive Services:

In February 2025, the Day Center’s Support Services teams successfully facilitated **11,404 Basic Needs and Supportive Services transactions**. **Graph 2** provides an overview of the steady increase in these services since the beginning of the fiscal year in 2022. This highlights the program’s critical role in stabilizing individuals experiencing homelessness. **Graph 3** categorizes these essential services into four primary areas.

Supportive Services recorded **1,337 engagements**, encompassing comprehensive case management, housing assessments, medical and behavioral health referrals, crisis intervention, treatment navigation, and shelter placement assistance—each designed to address both immediate and long-term stabilization needs.

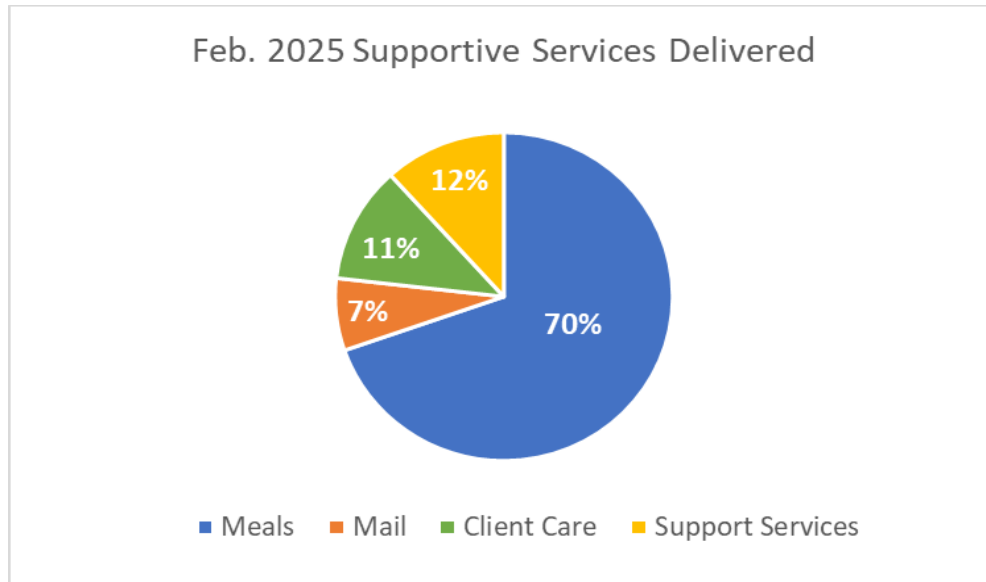
Basic Needs services are segmented into meals, mail services, and client care support. Within client care, **1,308 individuals** accessed fundamental resources such as computer and phone access, charging stations, hygiene and clothing assistance, and pet food distribution. Additionally, **811 individuals** utilized mail services, securing **a reliable mailing address** through the Day Center’s dedicated system—ensuring critical communication access for those without permanent housing.

Meal services remain the most in-demand resource, with **8,020 meals** provided across breakfast, lunch, and dinner. This accounts for **70-75% of total service delivery**, reinforcing the vital role of nutrition in holistic care. Given the sustained demand, the ARCHES Day Center team is proactively strengthening sustainable food resources by leveraging strategic partnerships and community-driven initiatives to ensure long-term meal service continuity.



Graph 2

Community Resource Program / HOME Youth Services - Sheltering



Graph 3

ARCHES Sheltering:

ARCHES will report on all sheltering programs, sharing information on how many households were served, what part of the two-county continuum those households originated from, and outcomes for those households.

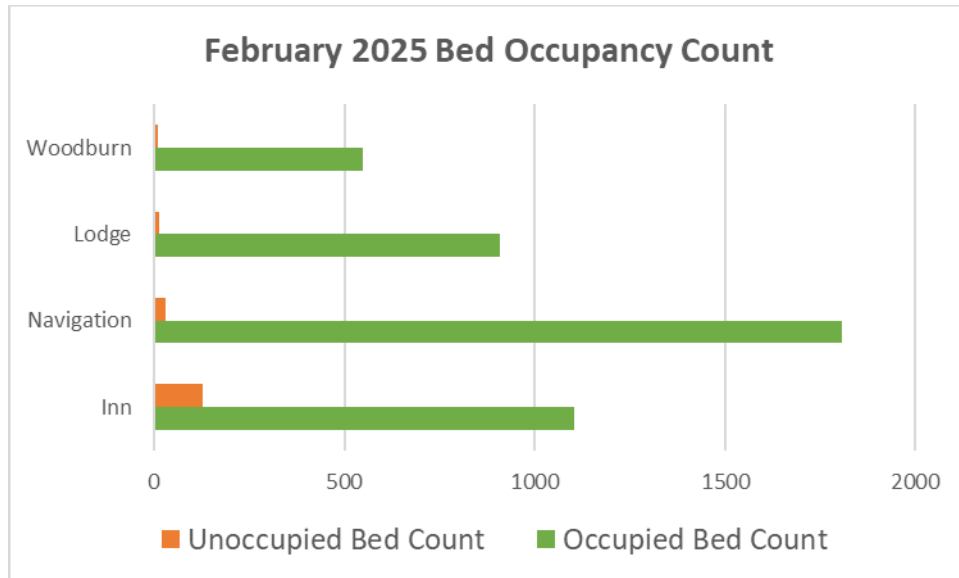
Graph 4 shows that ARCHES shelters served **15 newly enrolled households** in February 2025, delivering an impressive **14,018 client service engagements**, reflecting the sustained demand for critical shelter and supportive services. These engagement counts include assistance with benefits, daily living support, or client wellness checks.

Graphs 5 and 6 illustrate our total Shelter Bed Occupancy by shelter and provide a visual representation of the steady utilization across our four shelters, highlighting consistent demand for emergency housing. In February, our program data identified **2 households** that were transitioned into stable housing, accentuating the program's effectiveness in facilitating long-term stability and self-sufficiency. These positive housing outcomes underscore the impact of comprehensive support services in empowering individuals toward sustainable independence.

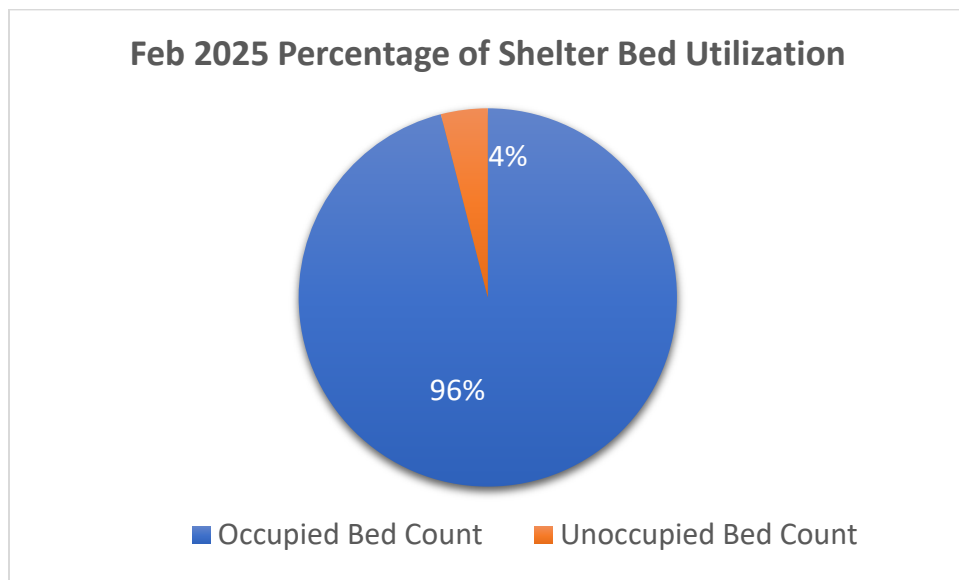
ARCHES Shelter Programs February 2025 (NEW ONLY)											
ARCHES Programs	Households Served	Individuals Served	Avg VI-SPDAT Score	Adults	Children	Households who gain income	Number of Engagements	Household PH Exists	Rural Marion Households	Salem Metro Households (West, Salem, Keizer)	Rural Polk Households
ARCHES Inn	3	3	7	3	0	0	3021	0	0	3	0
Woodburn Shelter	9	9	7.3	9	0	0	1356	0	9	0	0
Navigation Center	2	2	10	2	0	1	5799	1	0	2	0
ARCHES Lodge	1	1	0	1	0	0	3842	1	0	1	0
Family Shelter	Program Pending										
Clients Served	15	15	8.575	15	0	1	14018	2	9	6	0

Graph 4

Community Resource Program / HOME Youth Services - Sheltering



Graph 5



Graph 6

Outreach:

The Outreach team has demonstrated a robust commitment to engaging unsheltered individuals, as shown by the Monthly Outreach Service Transaction **Graph 7**. This data highlights persistent service gaps within the community, emphasizing the need for targeted interventions. Since the start of the fiscal year, the team has facilitated **7,640 food-related service transactions** and successfully secured **shelter placements for 7 individuals**.

Community Resource Program / HOME Youth Services - Sheltering

Monthly Outreach Service Transactions	Basic Needs - Service Transaction # & Facilitated Connection - Service Transaction #								
	Food	Weather Related Supplies	Hygiene Items	Pet Supplies	Camping Supplies	Medical/BH Connection	Crisis Care	Shelter Placement	Housing Assessment
July	3654	23	11	438	8	0	0	2	0
August	2048	2	45	233	1	0	0	0	0
September	1189	2	2	219	1	0	0	4	0
October	355	2	1	34	82	3	0	1	1
November	81	101	0	2	31	4	0	0	1
December	72	106	0	20	7	1	0	0	0
January	39	128	8	2	2	0	0	0	0
February	202	316	0	27	55	0	0	0	0
Combined Totals	7640	680	67	975	187	8	0	7	2

Graph 7

Shelter Manager Board Report Spotlights

Navigation Center:

Throughout February, the Navigation Center remained a vital resource for Salem’s unhoused population, maintaining an average **occupancy rate of 90%**, with slight fluctuations throughout the month due to client exits. However, with newly trained case managers and an increase in referrals from outreach teams, law enforcement, and the day center, occupancy is expected to return to full capacity in the coming weeks.

A total of **68 unique individuals** sought refuge at the Navigation Center, including **5 diversion referrals** from Salem PD. To better accommodate the diverse needs of its guests, the shelter continues to adjust its sleeping arrangements. An increase in female referrals has prompted the expansion of female-designated beds, underscoring the ongoing demand for flexible, responsive shelter solutions in the community.

Client Outcomes & Services

Despite the many challenges that come with transitioning from homelessness to stability, **2 clients successfully secured independent housing** this month without relying on subsidy programs—an encouraging sign of self-sufficiency. Both individuals had stable income sources and utilized their time at the shelter to save and prepare for independent living.

Meanwhile, the Marion County EO Rapid Rehousing (RRH) program resumed operations, **with 6 households enrolled** from a pre-selected pool of 15. As expected, case management efforts uncovered previously unreported barriers, requiring Navigation staff to step in with additional support, including assistance with documentation, accommodation letters, and legal aid through CARS.

The transition to permanent housing remains a complex and often emotional process for many clients. Behavioral regression, anxiety, and relapses are common as individuals prepare to leave the support

network they've built at the Navigation Center. To mitigate these challenges, we are reinforcing external support systems, including mentorship and peer support through Recovery Outreach Community Center (ROCC). Efforts are also underway to secure additional funding to expand peer mentorship services, ensuring clients have the guidance needed to sustain their housing stability.

Operational Challenges & Needs

Key areas of focus include securing funding, resources, and strategic partnerships to address growing client needs. Maintaining a safe and functional facility remains a priority, and ongoing assessments will help identify areas for improvements.

Staffing & Volunteer Support

This month, the Navigation Center strengthened its team by promoting two internal candidates to case manager roles. One previously served as a site assistant at the center, demonstrating exceptional commitment to client support, while the other worked as an on-call site assistant at the Woodburn Shelter, bringing valuable experience and professional certifications to the team. Additionally, the temporary cook position is being converted into a full-time role, reinforcing our ability to provide consistent meal services.

While the Navigation Center does not currently have an active volunteer program, discussions continue about future opportunities to engage community members in supportive roles. On the professional development front, all shelter managers, program coordinators, and supportive services staff will participate in upcoming leadership and workplace professionalism training—an investment in strengthening our organizational culture and client service approach.

Community & Stakeholder Engagement

Collaboration with the City of Salem and Salem PD remains strong, with ongoing coordination on facility needs and operational support. The addition of an on-site Community Health Worker from JD Health & Wellness, available three days a week, has expanded access to critical medical services for clients. Furthermore, CARS will soon utilize dedicated space within our behavioral health wing to conduct classes and client meetings—an exciting development that enhances service delivery.

To strengthen our understanding of best practices, Navigation Coordinators toured Safe Sleep this month, gaining insights into their shelter model and exploring potential process improvements for the Navigation Center.

Conclusion

As demand for shelter services continues to grow, expanding housing partnerships remains a top priority. Strengthening relationships with programs such as Marion-Polk County RRH and ROCC will help bridge the gap between temporary shelter and long-term stability. By continuing to refine our

support systems, build community partnerships, and invest in staff development, the Navigation Center is well-positioned to enhance outcomes for Salem's unhoused population in the months ahead.

ARCHES Inn:

Shelter Operations & Capacity

Throughout February, ARCHES Inn maintained a **93% occupancy rate**, providing shelter and services to **44 unduplicated individuals and families**. As winter conditions persisted, the shelter saw an increase in medical referrals for wound care, underscoring the heightened health risks associated with cold weather exposure. Staff worked closely with healthcare providers to ensure timely interventions for affected clients.

Client Outcomes & Services

While no clients transitioned to permanent or stable housing this month, case management efforts remained focused on long-term stability planning. Staff assisted clients in obtaining vital documentation, setting short- and long-term goals, managing budgets, renewing or applying for benefits, signing up for housing waitlists, securing physical and mental healthcare, and conducting employment searches. Weekly life skills sessions, covering essential topics like cleaning, appointment scheduling, and financial literacy, were facilitated in partnership with JD Health & Wellness, which also provided on-site medical and mental health services.

Notable client successes included a criminal record expungement, opening up greater housing opportunities for one individual. Another client made significant strides toward self-sufficiency by enrolling in college and beginning to pay off outstanding fines, strengthening their long-term stability prospects.

Staffing & Volunteer Support

Staffing updates for the month included the hiring of one new Site Assistant, while recruitment remains ongoing for a Lead Float Site Assistant.

Training efforts focused on HMIS (Homeless Management Information System) training, enabling staff to efficiently track client progress, service coordination, and the accuracy of our data in real time.

Operational Challenges & Needs

The shelter began a facility remodel, creating temporary challenges due to reduced usable common space for clients. Staff are actively managing these disruptions to minimize their impact on daily operations.

While there were no major facility maintenance or safety concerns, resource constraints remain a pressing issue. Unrestricted funding is critically needed to cover client documentation fees, rental

applications, and security deposits, all of which are essential for supporting successful housing transitions.

Conclusion

Despite ongoing renovation challenges, ARCHES Inn remains committed to providing high-quality shelter and supportive services to individuals experiencing homelessness. Continued investment in staffing, partnerships, and client-centered resources will be essential to improving long-term housing stability and self-sufficiency outcomes for clients.

Warming & Emergency Sheltering:

Shelter Operations & Capacity

Throughout February, shelter demand remained exceptionally high, with **2,786 bed nights provided** with 14 of those nights exceeding our operating capacity. The sustained need for emergency shelter underscores the ongoing housing crisis and the critical role of warming shelters in protecting our most vulnerable community members from life-threatening conditions.

Client Outcomes & Services

One particularly harrowing incident highlighted the dedication of our Outreach teams. While conducting routine checks, a team discovered a client trapped waist-deep in freezing water, struggling to reach his encampment for supplies. Recognizing the urgency of the situation, staff immediately intervened, pulling him to safety. Though physically unharmed, the client was devastated by the loss of his belongings. Our team provided immediate crisis intervention, offering reassurance and essential supplies, including a new tent, blankets, and dry clothing. His overwhelming gratitude was a reminder of the life-saving impact of our work, ensuring that no one is left to navigate these extreme conditions alone.

Staffing & Volunteer Support

To bolster our warming shelter operations, we onboarded 33 on-call staff, ensuring sufficient coverage during peak demand. Additionally, we averaged two volunteers per activation, providing an additional layer of assistance to our operations staff. Some of our volunteers extended their availability to help deliver showering services with our mobile shower truck.

Staff development remains a priority, with upcoming BLS (Basic Life Support) and trauma-informed care training. Equipping staff with these critical skills will enhance their ability to respond to medical emergencies and provide compassionate, client-centered support.

Operational Challenges & Needs

Despite the challenges of operating from a church basement, our team remains committed to providing a safe and welcoming refuge for those in need. The space, while invaluable in offering warmth and shelter, presents unique obstacles—particularly for clients with mobility impairments, who must navigate steep staircases in often treacherous weather conditions. Staff work diligently to ensure safety, but the layout requires constant oversight, diverting resources away from proactive, hands-on support like meal distribution, supply coordination, and emotional care.

To enhance both safety and service efficiency, we are prioritizing critical facility improvements that will mitigate fall risks and improve accessibility for all guests. Additional funding is essential to sustain warming operations through seasonal transitions, ensuring no individual is left exposed to extreme temperatures. Furthermore, increasing our on-call staff capacity will help maintain seamless operations while alleviating staff burnout, allowing our dedicated team to focus on meaningful client engagements and long-term support.

While these operational challenges are real, they present opportunities for growth and innovation. With continued community support, strategic partnerships, and a shared commitment to dignity and care, we are confident in our ability to strengthen our impact and provide even greater stability for those we serve.

Community & Stakeholder Engagement

Collaborative partnerships were essential this month. Two local churches stepped-up in an extraordinary way, helping provide end-of-life care for a terminally ill client. Together, we ensured this individual spent their final days in comfort and with dignity, rather than alone on the streets. This compassionate effort underscores the power of community-driven care and will serve as a model for future partnerships to support clients with complex medical needs.

Additionally, we worked with local law enforcement to facilitate encampment cleanups along high-risk highway areas, addressing safety concerns while advocating for humane interventions. As the warming season comes to an end, we are shifting our focus towards heat response preparations, ensuring clients have access to hydration stations, cooling centers, and summer-specific resources to prevent heat-related medical emergencies.

Conclusion

Despite significant challenges, our team continues to adapt and provide life-saving services to those experiencing homelessness. As we move forward, securing long-term solutions for emergency shelter accessibility, expanding community partnerships, and ensuring adequate staffing and resources will be key priorities. Our commitment remains steadfast: no one should face extreme weather alone.

HOME Youth Services- Sheltering February 2025

The Drop-In Day Center

Program Description:

The Drop-In offers comprehensive support to youth aged 11–18 and young adults aged 18–24 within their community. Operating five days a week, including weekends when school facilities may be unavailable, it ensures consistent access to essential services.

On-site, a wide variety of services address multiple needs. Providing hot meals, food boxes, access to a food pantry, and a clothing closet helps meet basic needs for sustenance and clothing. Additionally, essential care kits, mail services, and showers contribute to the well-being and dignity of the youth accessing the center.

The inclusion of case management services reflects a commitment to personalized support and guidance, helping youth and young adults navigate their circumstances and access additional resources as needed. By fostering a safe and welcoming environment, the center encourages positive connections and engagement with its services, ultimately supporting overall well-being and potential pathways out of homelessness or housing instability.

Drop-In Day Center Data & Activities:

The Drop-In paused regular services while the site was under renovation for the opening of expanded services. During this time, The Drop-In maintained communication and provided referrals for all youth seeking services, ensuring continued connection to resources.

Future Plans

The Drop-In will resume services in early March. The program will expand to support youth aged 11–18 and young adults aged 18–24, with an intentional focus on referrals and case management. Our food pantry will continue serving the youth and young adult community to help prevent food insecurity. Our Youth Case Managers will provide direct support, ensuring developmentally appropriate referrals and system navigation to promote wellness. The program will prioritize housing, education, and employment goals.

Taylor's House- Emergency Shelter

Program Description

Taylor's House is a vital resource for youth aged 11–18 in need of emergency shelter and support. Providing a safe environment that prioritizes security, stability, and growth is essential for these

Community Resource Program / HOME Youth Services - Sheltering

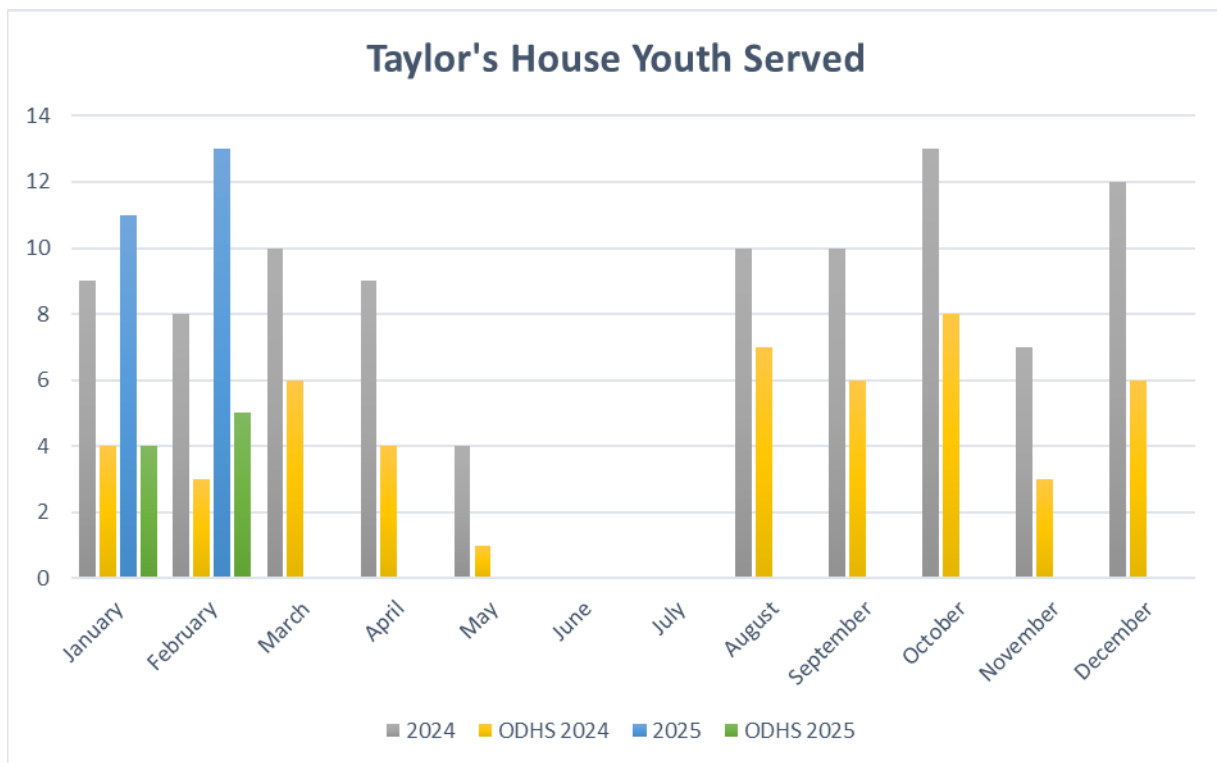
vulnerable individuals. With a capacity for 10 residents, the shelter ensures personalized attention and support, fostering a sense of community and belonging.

The co-ed accommodations and structured programs reflect a commitment to inclusivity and holistic development. By integrating youth into the community, Taylor's House not only provides immediate shelter but also empowers them to thrive beyond their stay.

Dedicated spaces for meetings, recreational activities, and mental health services highlight the importance of addressing both practical and emotional needs. Access to nourishment, hygiene facilities, technology, transportation, and personalized coaching ensures that all basic needs are met, creating a strong foundation for personal growth and future success.

Taylor's House Data & Activities

Taylor's House provides bed nights for youth aged 11–18. In February, Taylor's House **served 13 youth**, including five ODHS youth. The emergency shelter **provided 215 bed nights**, operating at 77% capacity for all program youth and 87% capacity for ODHS child welfare beds. The program experienced an increase in intakes this winter and was often at full capacity, as shown in **Graph 8**.



Graph 8

Taylor's House has been busy! In February, the shelter frequently operated at full capacity. Staff worked diligently to help youth acclimate to services and engage in the new semester of school. The program

Community Resource Program / HOME Youth Services - Sheltering

focused on socio-emotional stabilization activities, including homework schedules, building routines, and creating engaging weekend recreational events such as TH Bingo and game nights.

Behavioral health and youth stabilization remain key priorities at Taylor's House. Our Behavioral Health Coordinator has met with **7 youth residents** and conducted **2 mental health assessments**. This vital service enhances access to providers, including appropriate housing options, counseling, and educational planning.

Success Story

Resilience in Action: Supporting Youth in Crisis

This past February, a severe cold snap created dangerous conditions for community youth experiencing homelessness. In response, our Youth and Young Adult Outreach team in Polk swiftly connected with a young person in urgent need of shelter. Demonstrating the strength of our continuum of care, Polk staff immediately transported the youth to a warming station in Marion County and, that same night, secured them a safe place at Taylor's House emergency shelter.

While at Taylor's House, the youth received essential support, including warm meals, a safe place to sleep, and a mental health assessment. Our team also worked collaboratively with child welfare, which ultimately secured guardianship, ensuring a stable and supportive future for the youth. Through the dedication of our staff and the strength of our partnerships, this young person gained access to vital services and a pathway toward long-term housing stability.

~Taylor's House Program Manager, David Simpson



Mid-Willamette Valley

COMMUNITY ACTION**The ARCHES Project**

CRP Housing Board Report – March 2025

Welcome to our Housing Board Report: This month, the team will be providing reports highlighting the outstanding efforts of both the Community Resource Program (CRP) and Homeless Youth Services (HYS). This issue includes a detailed account of the exceptional work accomplished by CRP and HYS housing teams in January.

ARCHES Rapid Re- Housing

The ARCHES Housing Rapid Re-Housing (RRH) teams play a critical role in supporting individuals and families who have faced homelessness. By providing both financial assistance and case management, they help clients move from homelessness to stable housing. The program's flexible rent assistance, which can last from 4 to 24 months, ensures that people have the time and support needed to regain self-sufficiency. In addition to financial help, case management is a key element of the program, offering personalized guidance to help clients develop the skills and resources necessary for long-term stability and independence in their housing situations. The ultimate goal is to empower clients to successfully transition into a permanent, sustainable living arrangement.

In the month of February our RRH teams were able to assist **13 households** begin the housing search, **5 households** maintain their housing and saw 2 households exit to permanent destinations.

ARCHES Rapid Re Housing February											
ARCHES Program	Households Served	Individuals Served	Avg VI-SPDAT Score	Adults	Children	Households Searching	Households in Housing	Household PH Exists	Rural Marion Households	Salem Metro Households (West,Salem, Keizer)	Rural Polk Households
Marion County Housing											
MC COC	5	5	9	5	0	4	1	0	0	5	0
MC-TBA	0	0	0	0	0	0	0	0	0	0	0
MC -ORI	0	0	0	0	0	0	0	0	0	0	0
MC LTRA	0	0	0	0	0	0	0	0	0	0	0
Polk County Housing											
PC COC	3	8	8.6	4	4	3	0	0	0	0	3
PC TBA	0	0	0	0	0	0	0	0	0	0	0
PC ORI	0	0	0	0	0	0	0	0	0	0	0
PC - LTRA	0	0	0	0	0	0	0	1	0	0	0
Family Services Housing											
DHS Frest Start	8	10	0	8	2	5	2	1	0	8	0
HSP	3	10	0	5	5	1	2	0	0	3	0
Feb Clients Served	19	33	8.8	22	11	13	5	2	0	16	3

Community Resource Program/ HOME Youth Services - Housing

Eviction Prevention

ARCHES Housing Eviction Prevention Program focuses targets individuals and families who are at risk of losing their homes due to an inability to pay rent consistently. By providing financial assistance, prevention helps tenants avoid eviction and stay in their homes. This proactive approach not only prevents the immediate crisis of homelessness but also helps to preserve housing stability for individuals and families.

In the month of February Eviction Prevention teams provided rental assistance to **74 households**. These households are comprised of **92 adults and 105 Children**. **90%** of all rental payments in January, were made on behalf of households in rural areas.

Resource Services - Eviction Prevention February										
ARCHES Program	Households Served	Individuals Served	Adults	Children	Households Searching	Households in Housing	Household PH Exists	Rural Marion Households	Salem Metro Households (West,Salem, Keizer)	Rural Polk Households
Salem Resource Services	10	21	14	7	0	10	10	0	8	2
Polk County Resource Services	45	109	50	59	0	45	45	0	0	45
Woodburn Resource Services	7	30	10	20	0	7	7	7	0	0
Mill City Resource Services (SOCC)	12	37	18	19	0	12	12	12	0	0
Feb Clients Served	74	197	92	105	0	74	74	19	8	47

ARCHES Housing Coordinated Entry

ARCHES play a crucial role in serving the community by offering Coordinated Entry Assessments, which are essential for connecting individuals and families to the appropriate resources and services. The assessment team works closely with rural partners to ensure that those in need receive timely and accurate assessments.

In the month of February, the assessment team provided **50 assessments**. **34%** of these assessments were conducted in partnership with our rural partners.

ARCHES Housing Supportive Services							
ARCHES Program	Households Served	Adults	Children	Veterans	Number of Service Engagements		
					Rural Marion	Salem Metro (West,Salem,Keizer)	Rural Polk
Coordinated Entry - Homeless	50	51	10	10	11	33	6
February Clients Served	50	51	10	10	11	33	6

Staff Spotlight: Celebrating 7 Years of Dedication!

"This month, we're shining the spotlight on Rachel McKee, who has been an essential part of Community Action for the past seven years! Rachel began her role at Community Action as a Resource Coordinator. Her role has evolved and after 6 years and multiple program changes, she advanced to program manager of our Community Services program for our Housing Services.

Community Resource Program/ HOME Youth Services - Housing



Prior to working at MWVCAA, Rachel got her bachelor's degree at Western Oregon University, then started working at a youth homeless shelter in Washington County, helping runaway and homeless youth in their journey towards reconnecting with their families, finding stable housing options, and providing stability to their lives.

Rachel works with our HMIS data management system to ensure we are in compliance with all state and federal requirements for grants we receive. She has played a key role in undertaking the recently completed, agency-wide CSBG (Community Services Block Grant) report which compiles all services completed throughout the agency. This is a tremendous undertaking each year, and we are grateful to Rachel and her team for. Their dedication, expertise, and positive attitude have made a lasting impact on both our team and the people we serve.

Outside of work, Rachel enjoys going to the theater and seeing numerous theater and music shows, along with having game nights with her partner and friends. We're so grateful for everything Rachel brings to our team. Please join us in celebrating her seven years with MWVCAA!"

Tim Weese Associate Director of CRP Housing

ARCHES Supported Housing

Permanent Supportive Housing (PSH) is an intervention that combines affordable housing assistance with voluntary support services to address the needs of chronically homeless people. The services are designed to build independent living and tenancy skills and connect people with community partners. The ARCHES PSH programs in partnership with Salem Housing Authority (SHA) strive to create connection and community through case management and community events. The ARCHES PSH programs include Redwood Crossing, Sequoia Crossing, and Yaquina Hall.

In February, the PSH teams provided **1,384 engagements** with residents, offering vital support in various areas. These engagements included assistance with benefits, Thanksgiving meals, and eviction prevention services in partnership with SHA. Additionally, the Supported Housing team facilitated move-ins for **5 households**, helping them transition into their new apartments.

ARCHES Permanent Supportive Housing							
Core Programs	Households Served	Individuals Served	Adults	Children	Number of Engagements	Household PH Exists	New Households Served
Redwood Crossing	21	21	21	0	356	2	2
Sequoia Crossing	58	70	63	7	982	2	2
Yaquina Hall	40	40	40	0	46	0	1
February Totals	119	131	124	7	1384	4	5

Community Resource Program/ HOME Youth Services - Housing

Yaquina Hall Resident Transitions to Independent Living



"Yaquina Hall, a collaborative effort between the Salem Housing Authority and The ARCHES Project, continues to support over 50 residents exiting chronic homelessness. A recent success story highlights long-time resident John who, after more than two years at Yaquina Hall, has decided to pursue independent living using his Section 8 Housing Voucher."

Although initially hesitant to engage in supportive services, John recently began working closely with ARCHES staff, Ben and Ciara, to explore his housing options. Through weekly meetings, he gained a strong understanding of the "vouchering out" process. He was able to identify potential rental units, and work with potential landlords to successfully submit a housing application last week. The ARCHES Team is excited to support John through this transition and will continue providing assistance for the next 12 months as he embarks on this next chapter of self-sufficiency."

Lucy Briseno Supported Housing Program Manager



ARCHES Community Initiatives

ARCHES continues to seek innovative ways to serve the community by providing individuals and families with the stability and support necessary to overcome poverty. As part of this commitment, ARCHES has introduced two new programs designed to strengthen service delivery and workforce capacity. These initiatives—the Health-Related Social Needs (HRSN) Capacity Building Team and the Community Health Worker (CHW) Training Program—will be reported on monthly to track progress and community impact.

Health-Related Social Needs (HRSN) Capacity Building Team

The HRSN Capacity Building Team has been established to develop and implement a streamlined process for community members to access benefits through the Oregon Health Plan. This initiative plays a crucial role in addressing social determinants of health by ensuring that individuals and families can efficiently navigate healthcare-related services.

The HRSN program has experienced significant growth, with a notable increase in participant engagement. This expansion has been largely attributed to the launch of the HRSN web page, which has improved accessibility and awareness. Special recognition is due to Dustin and Marie from the administrative team for their efforts in developing and maintaining this resource. Additionally, referrals from the DAP team have played a crucial role in connecting individuals to HRSN services. The Permanent Supportive Housing teams have also increased their involvement, further driving participation in the program.

To support this growth, several internal initiatives have been introduced. A weekly internal newsletter, distributed every Monday, provides staff with important updates, program changes, and frequently asked questions to ensure clarity and consistency in service delivery. Complementing this effort, weekly office hours are held every Tuesday, offering an open forum for agency staff to seek guidance on any HRSN-related matters.

Community Resource Program/ HOME Youth Services - Housing

The program's impact continues to expand, with over **280 potential members** having engaged with HRSN services. Additionally, **65 direct referrals** have been accepted through Unite Us, many of which originated from community members calling 211. To further strengthen service delivery, more than **50 internal staff members** have been trained to meet HRSN standards, equipping them with the necessary skills to conduct program activities and bill for their time.

HRSN has also taken meaningful steps to enhance accessibility for diverse populations. The program has provided direct assistance to numerous Spanish-speaking households and has successfully supported one household that prefers communication in American Sign Language. These efforts reflect a broader commitment to inclusivity and ensuring that essential services remain available to all individuals in need.

As participation continues to grow, the HRSN program remains focused on refining its processes, strengthening community partnerships, and enhancing support for both staff and program participants.

Community Health Worker (CHW) Training Program

The Community Health Worker (CHW) Training Program has officially launched, with the first training cohort now scheduled. Led by Community Action staff members Jada Rojas, Pricila Tinajero, and Francisco Patricio, the program provides community members with access to scholarships covering training costs, transportation, and other essential needs.

The comprehensive curriculum includes key topics such as trauma-informed care, motivational interviewing, and self-care, among others. Upon completion, participants will receive a CHW certification, equipping them for meaningful employment opportunities or empowering them to continue advocating for their communities.

In addition to the training program, in-person and remote translation services have been introduced to support community members who do not speak English. With translation available in Spanish, Dari, ASL, and other languages, the initiative aims to remove language barriers and ensure that every family can access critical resources. By addressing language and literacy challenges, the program fosters a more inclusive and supportive environment for all.

The ARCHES OHP Assistor Program

The ARCHES Oregon Health Plan (OHP) Assistor Program is a vital initiative aimed at helping individuals and families navigate the complexities of medical assistance programs and secure the healthcare coverage they need. Through this program, certified OHP assistors are available across all ARCHES locations to provide free, one-on-one support. These assistors guide community members in understanding their healthcare options, determining eligibility, completing OHP applications, and accessing additional resources for long-term stability.

To ensure accessibility for all, the program offers both in-person and remote assistance, as well as translation services in multiple languages, including Spanish, Dari, and ASL. By addressing language and literacy barriers, the program ensures that individuals from diverse backgrounds can receive the support needed to obtain and maintain healthcare coverage.

Community Resource Program/ HOME Youth Services - Housing

More than just an enrollment service, the OHP Assistor Program serves as a cornerstone of ARCHES' mission to promote community well-being. By connecting people to essential healthcare, the program empowers individuals and families to lead healthier, more stable lives.

Welcome to the New ARCHES Family First!



Between May 2023 and May 2024, 148 families in the community faced the unimaginable reality of living in places not meant for habitation. Of these, 119 families resided in Marion County and 29 in Polk County. For 67% of these families, this was their first experience with homelessness—a stark reminder of the growing need for comprehensive support services. Currently, sheltering options for families in the area remain limited, with available options restricted to pallet shelters or facilities serving specific populations, often unable to accommodate entire family units. As the number of families experiencing homelessness continues to rise, there is an urgent need for a dedicated space where they can access essential resources and support.

In response to this critical gap, ARCHES has introduced ARCHES Family First, a program designed to provide holistic, family-centered care. Family First offers a welcoming and safe environment where families can access case management, meals, computer services, job training, housing navigation support, and family-centered activities—all aimed at fostering long-term stability and hope.

A key feature of Family First is Need Navigator, a newly implemented data system developed under the leadership of the program's dedicated coordinator, Xavier. This system allows for the careful tracking and assessment of families' needs, enabling service providers to tailor support and maximize the program's impact.

Located at 1255 Broadway St NE, Family First features a spacious open area spanning more than 2,000 square feet. Thanks to the dedication of ARCHES staff, the program officially welcomed its first guests on February 17th. With 60 households already completing initial assessment surveys, efforts are well underway to find permanent housing solutions for families in need.



ARCHES Family First operates on the belief that every family deserves a chance to build a brighter future while staying together. With the support of the community, this initiative is creating a space where families can find hope, stability, and the resources necessary to thrive.

Community Resource Program/ HOME Youth Services - Housing

HOME Youth Services- Housing March 2025

Rental Assistance for Youth (RAY) Rapid Re-Housing

Program Description

The HYS Rental Assistance for Youth Rapid-Rehousing program, established in response to state initiatives like the Oregon Legislature's House Bill 2163, aids youth aged 16-24 in their transition from homelessness to self-sufficiency. This program, which launched as a pilot in 2023, is a direct effort to address the critical need for housing stability among young Oregonians. It offers rental assistance and a spectrum of support services aligned with the Statewide Housing Plan's emphasis on collaboration, equity, and racial justice.

Participants receive tailored case management, which includes financial aid for rent, utilities, and furnishing homes, professional development, such as job search assistance, personal goal support, such as help with legal documents, and medical care coordination, including dental health. The program also facilitates a unique "Quality of Life" allowance to further empower the youth in their journey towards independence.

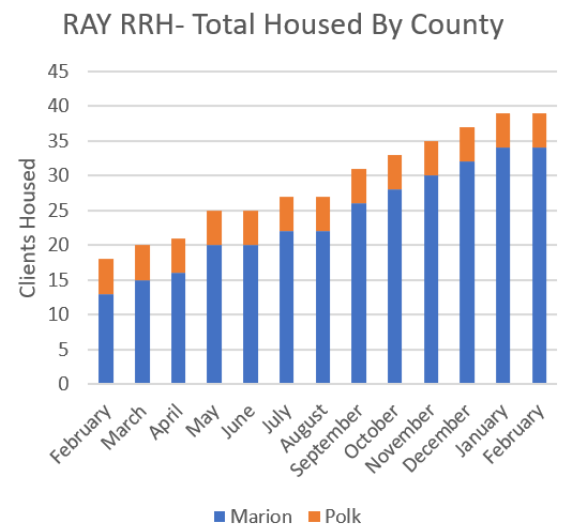
Current Activities

RAY staff continued to meet clients and provide case management throughout the month, several client/landlord mediations were required in February however clients overall made progress towards self-sustainability, with case manager assistance clients continued to accomplish personal goals, financial literacy goals and two clients obtained employment. Due to unforeseen issues no clients were added in the month of February however staff continued to work with several clients that had approved coupons and were actively submitting applications to housing.

The program is in the process of expanding staffing by hiring a program coordinator and serving additional clients. Additionally, RAY has been collaborating with the HRSN team to learn the referral process to integrate HRSN billing into current activities. The RAY program is preparing to connect clients with additional rental assistance through HRSN as they exit RAY.

Future Plans

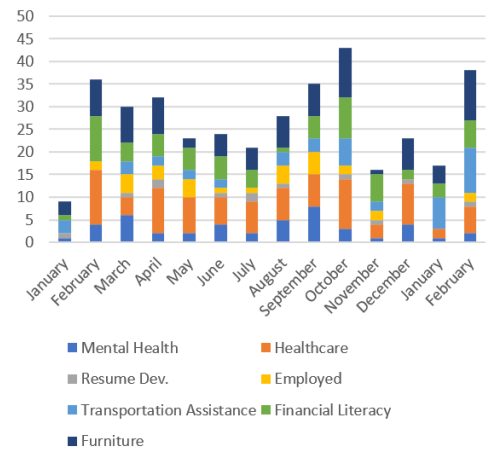
The RAY program is actively working to expand its capacity and strengthen service delivery in the months ahead. The program recently received an additional \$121,000, which will support continued housing assistance and case management for youth. Efforts are underway to fill the recently vacated staff position, ensuring the program maintains its ability to serve clients effectively.



Community Resource Program/ HOME Youth Services - Housing

RAY plans to enhance outreach by reconnecting with both past and new community partners to solidify relationships, increase referrals, and expand access to services. Additionally, the program will continue housing new clients at a consistent rate of 2-3 per month while refining internal processes, including the intake experience and case conferencing. With the anticipated opening of Carson Commons later this year, RAY is preparing to utilize nine dedicated units within the development, further expanding stable housing opportunities for youth. The program is also addressing recent staff turnover by training new team members to restore previous levels of supportive service activities.

RAY RRH- Supportive Services by Month



David's House

Program Description

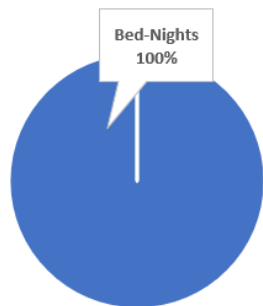
David's House is a Transitional Home for unstably housed youth in Polk and Marion Counties. The project is designed to provide a safe and nurturing environment for youth ages 14-18, focusing on increasing access to services in rural Polk County and providing youth housing within their own community. The program's approach is centered on community collaboration and support, ensuring that our services are impactful and sustainable. The House will open initially with 5 youth, expanding to serve 10. A youth's length of stay will depend upon individual needs, ranging from a matter of weeks up to 24 months. With 24/7 on-site staffing, it operates like a real home, providing meals, chores, homework assistance, transportation to health services, and other essential supports.



David's House in the snow.

David's House Current Activities

David's House- February 2025
Utilization Rate



The month of February at David's House brought birthday wishes, renovations, and lots of snow! We began the month by celebrating a youth's birthday with an outing to Bullwinkle's. Thank you to our community partner Light the Way Birthdays for providing decorations, gifts, and a strawberry cheesecake. The house itself underwent several projects to improve the aesthetics and functionality of the house. First, over half of our carpets and flooring were redone, including two of our youth's rooms. The house now has consistent carpeting throughout as opposed to clashing colors between rooms. Next, our garage saw the start of renovations conducted by volunteers in our community. We are deeply grateful to the volunteers for offering us their time and resources free of charge. The snowstorm we got

this month brought challenges as well as fun memories.

Community Resource Program/ HOME Youth Services - Housing

Several youth at David's House made significant progress toward their personal, professional, and academic goals this past month. One youth attended a FAFSA information night at Central High School to explore opportunities for higher education. Another secured employment at a local McDonald's, marking an important step toward financial independence. Additionally, one youth recently completed an interview with Walmart in Salem and is awaiting a response.

Future Plans

Looking forward, David's House plans to maintain its full capacity while continuing to enhance the quality of life and educational opportunities. The program is actively working with the Department of Human Services to refine and improve its Policies and Procedures as staff gain more experience and the youths settle further into the house. In addition to pursuing a rezoning process to increase capacity to 10 youth, the team is exploring creative methods to expand services and reach more individuals in need. This expansion will enable the program to assist more young individuals, providing them with the support and resources necessary for a successful transition.



Youth and staff having a snowball fight.

Additionally, the program will continue to strengthen its relationships with local schools and community organizations, ensuring that the youths have access to all necessary resources for their development and well-being. February will also bring a volunteer-led improvement project, in which community partners will install shelving, insulation, and a new window while assisting with organizing storage spaces. This collaboration will enhance the functionality of David's House while reinforcing valuable community partnerships.

Youth & Young Adult Rural Polk Outreach

Program Description

The Youth and Young Adult Rural Polk Outreach program, supported by HUD and the YHDP grant in collaboration with Backbone, is a mobile outreach initiative dedicated to assisting youth and young adults facing housing instability in Rural Polk County. Designed to address the absence of a robust support network in rural areas, this program conducts direct outreach to youth and expands access to housing resources to those in remote locations. By fostering connections among youth-focused service providers and school systems, the program is an essential component of capacity-building in regions where such services have historically been sparse, ensuring that every young person has access to the support they need for a stable future.

Current Activities

The Youth & Young Adult Rural Polk Outreach team had a productive month in February, expanding outreach efforts and enhancing service accessibility. Both Outreach staff members successfully completed Peer Support training, strengthening their ability to provide informed and supportive engagement. The team organized two pop-up events at the Monmouth Skate Park and tabled at Central High School to increase visibility and connections within the local community. Beyond Monmouth and Independence, outreach efforts extended to Falls City High

Community Resource Program/ HOME Youth Services - Housing

School and Perrydale High School, broadening the program's reach. Additionally, the team participated in the Oregon Regional Outreach Learning Lab, further developing their expertise and collaborative efforts.

Throughout the month, the team provided services to 57 unique clients while continuing to build program awareness among the youth populations served. In parallel, efforts are underway to identify trainers in both Polk and Marion counties to ensure accessible mental health training opportunities for youth across the region.

Future Plans

Looking ahead, the Youth & Young Adult Rural Polk Outreach program plans to expand its engagement efforts by increasing the frequency and diversity of its events. The goal is to continue providing varied and meaningful experiences that can positively impact the lives of rural youth. Plans are in place to develop new partnerships with local organizations and schools to widen the reach and effectiveness of the outreach efforts.

In addition to event-based outreach, the program will focus on enhancing access to coordinated entry assessments and increasing visibility within the community. This will involve strategic collaborations to ensure that every at-risk youth in Rural Polk County knows where to turn for support and assistance. By strengthening these areas, the program hopes to further its mission of building a robust support network that can address the unique challenges rural youth face.

Youth & Young Adult Coordinated Entry

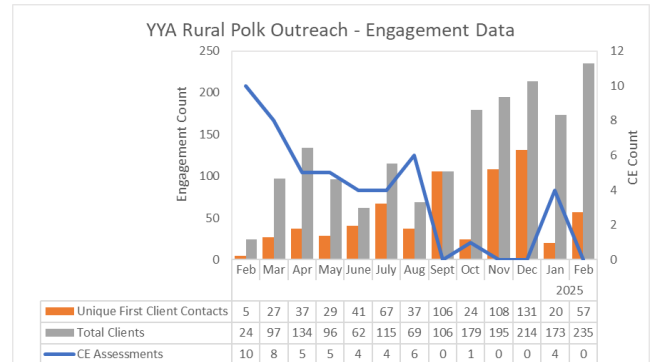
Program Description

The Youth and Young Adult Coordinated Entry (YYA CE) Program, supported by HUD and the YHDP grant in collaboration with Backbone, is designed to streamline access to housing and support services for youth experiencing homelessness or housing instability. Recognizing the unique challenges that youth face—such as hidden homelessness in the form of couch-surfing, unsafe living environments, or staying with friends and relatives—the YYA CE Program takes a proactive, community-based approach. By working closely with local service providers, McKinney-Vento liaisons, and community organizations, the program connects youth to critical resources while reducing barriers to entry.

The program prioritizes building trust within the community to encourage service providers and youth to engage with YYA CE. Dedicated CE assessors attend community meetings, collaborate with outreach teams, and conduct assessments in accessible locations to ensure that youth are met where they are. By coordinating efforts across the region, the YYA CE Program plays an essential role in connecting youth to stable housing and support networks.

Current Activities

The Youth and Young Adult Coordinated Entry system continues to strengthen partnerships with community organizations, maintaining its weekly presence at two established partner locations in Marion and Polk counties while expanding collaborations in both regions. A program coordinator has been hired and will begin in the coming



Community Resource Program/ HOME Youth Services - Housing

month, enhancing program capacity. In February, seven assessments were completed, including three for minors, ensuring continued access to housing services for young people in need.

The team is expanding street outreach efforts and increasing an existing weekly outreach partnership to twice per week. The team is also attending the ILEAD event on March 1, 2025, further engaging with youth and community stakeholders.

Future Plans

The program will continue prioritizing the development and strengthening of relationships with community partners to enhance outreach initiatives and ensure accessibility for youth experiencing housing instability. In alignment with these efforts, the program is expanding its engagement strategy by adopting a “feet to the street” approach, placing staff directly in community settings where youth are most likely to seek assistance. Several meetings with potential new partners have been scheduled for February to further this initiative.

Additionally, the program remains focused on identifying and addressing barriers to assessments, ensuring services are accessible and responsive to the needs of youth and young adults. A renewed emphasis will be placed on reconnecting with Backbone to maintain youth involvement in shaping the program’s direction. YYA CE also plans to establish new Key Performance Indicators to better evaluate program impact and inform strategic decision-making.

Mid-Willamette Valley Community Action Agency, Inc.
Special Board of Directors Meeting
March 11, 2025
MEETING MINUTES

ATTENDANCE:

Board of Directors:

Present:

Jade Rutledge	Helen Honey	Eunice Kim
Catherine Trottman	Cathy Clark	Lori Martz
Kevin Karvandi	Steve McCoid	

Absent:

Frank Lonergan	Rudy Vigil
Deanna Gwyn	Carlos Barrientos

Others Present:

Program Directors/Staff/Guests:

Jimmy Jones, Executive Director
Ashley Hamilton, Deputy Executive Director
Robert Hale, Chief Information Officer
Rogelio Cortes, Chief Program Officer: Weatherization and Energy Services
Marie Jennings, Development Director
Hector Guzman, Weatherization Program Director
Traia Campbell, Energy Services Program Director
Sarah Herd, Executive Assistant

The meeting of the Board of Directors was called to order at 5:31 pm by Board Chair Catherine Trottman. It was determined that a quorum was present.

I. Welcome

Board Chair Catherine Trottman welcomed everyone.

II. Public Comment

None were made.

III. Declaration of Conflict of Interest

None were made.

IV. Approval of Agenda

MOTION: To approve agenda made by Kevin Karvandi,

SECOND: Steve McCoid

APPROVED: Unanimously approved

V. Board Business

1. Acquisition of 4700 Silverton Road

- i. Jimmy Jones provided a brief overview of the history of the energy and weatherization programs. He outlined the potential benefits and challenges of acquiring a building to support these programs and discussed the overall impact of the acquisition on the agency.

- ii. Robert Hale provided additional details regarding the proposed acquisition. The property is located just outside the city of Salem (within Marion County) but remains within its urban growth boundary. The 13,000-square-foot building would accommodate approximately 40 staff members and is centrally located with easy access to public transit. The site also includes ample parking. Due diligence has been completed, with no major issues identified. A minor concern was noted regarding the sewer system, but it is not expected to pose any significant problems or impact the sale. The roof was replaced in 2024, and while the HVAC system is older, it remains in good working condition.
- iii. He then outlined the purchase details. The agreed sale price is \$2.4 million, with a 7.5% interest rate, which is standard for commercial transactions. The agency successfully negotiated with OHCS, which will provide the \$400,000 down payment. A balloon payment will be required after 60 months, at which point the agency will likely pursue refinancing.
- iv. The Board raised several questions regarding the acquisition:
 - 1. Restrictions on OHCS Down Payment:
 - a. The down payment is subject to standard state restrictions. The agency would be required to use the building for at least 10 years. If the building were sold before then, the down payment amount would need to be repaid to OHCS.
 - 2. Life Expectancy of the HVAC System:
 - a. Robert estimated that with regular maintenance, the HVAC units could last another 5 to 10 years. The building has three units, and the current cost to replace each unit is approximately \$60,000.
 - 3. Property Taxes on the Building:
 - a. As a nonprofit organization, the agency is exempt from property taxes and would not be required to pay them.
 - 4. Leasing Space to Other Entities for Revenue:
 - a. Leasing space is a potential option. Once the agency moves into the building and assesses how the space meets operational needs, a decision can be made regarding leasing opportunities.
- v. Jimmy noted that if there were any significant changes to the funding or sale, he would return to the Board for guidance.

MOTION: To approve the final purchase authority for the property located at 4700 Silverton Road and to authorize the Executive Director and Deputy Executive Director to execute the purchase as presented this evening by Cathy Clark,

SECOND: Steve McCoid

APPROVED: Unanimously approved

VI. Adjournment

The Board of Directors meeting was adjourned at 5:48 pm.

Respectfully Submitted:

Sarah Herd, Executive Assistant

Kevin Karvandi, Board Secretary

Mid-Willamette Valley Community Action Agency, Inc.
Board of Directors Executive & Finance Committee
Meeting Minutes
Thursday March 13, 2025

ATTENDANCE

Committee Members Present: Catherine Trottman, Board Chair; Kevin Karvandi, Secretary; Helen Honey, Board Member; and Steve McCoid, Board Member.

Absent: Jade Rutledge, Board Vice Chair and Lori Martz, Board Member.

Staff: Jimmy Jones, Executive Director; Ashley Hamilton, Deputy Executive Director; Nicole Brown, Consulting Chief Financial Officer; Robert Hale, Chief Information Officer; and Sarah Herd, Executive Assistant.

The meeting of the Executive & Finance Committee commenced at 5:28pm. A quorum was determined to be present.

1. Financials

- a. Nicole Brown presented the financials for the period ending January 2025. The finance team continues to adjust finance reports to enhance usability and relevance. She highlighted an update to item (d) on the Actual to Budget report, which now includes funds the agency is floating that have not yet been drawn down or reimbursed. Additionally, the team is evaluating the timeframe for expense reimbursement to determine if it can be shortened.
- b. Preparations are ongoing for agency's transition to a de minimis system in July. This change will enable the agency to seek reimbursement for 15% of the drawn-down amount to better cover administrative costs.
- c. The committee reviewed modifications made to the Statement of Financial Position (balance sheet) and the Statement of Activities (profit and loss). Members discussed whether these changes have been beneficial and provided feedback on potential additional adjustments.
- d. The audit process is nearing completion. The audit team noted that many financial processes are currently managed through spreadsheets rather than the accounting software.
 - i. The finance team is actively transitioning these processes to the accounting software and migrating to its cloud-based version which will enhance reporting efficiency.
 - ii. The audit team has raised questions regarding procurement practices. In response, the finance team is collaborating with the Weatherization Program to provide the necessary documentation.

2. Bylaws and Code of Ethics Updates

- a. Ashley Hamilton presented proposed changes to the bylaws including:
 - i. Removing the limitation on the number of terms a board member can serve while introducing term limits for officer positions.
 - ii. Expanding the conflict-of-interest section to reinforce board members' adherence to the code of conduct and ethics expectations.
 - iii. Minor language revisions concerning committees and officer positions.
 - iv. Updating ORS references to align with current statutes.
 - v. Moving the Governance and Personnel Committee to ad hoc status.

- b. The current Code of Ethics will be renamed Board Member Ethical Standards and Code of Conduct.
 - i. The updated document will specify board interactions with staff, clients, and the public, along with guidelines on appropriate conduct.
 - ii. New language will clarify prohibited actions for board members.
 - iii. It will also include a new attendance policy which will require board members to RSVP and attend at least 80% of regular meetings.
 - 1. A provision has been added to allow for the assignment of an alternate if a board member cannot meet the attendance requirement. Alternates will be required to complete the same leave paperwork as full board members.
 - 2. The committee discussed whether this requirement was too strict, as it would allow board members to miss only two meetings per year

3. Executive Directors Updates

- a. Executive Director Jimmy Jones provided updates on legislative efforts, including:
 - i. Advocacy for increased funding for hunger relief and energy assistance programs
 - ii. Seeking funds from the Capital Construction Fund to support renovations on agency properties.
- b. We toured the AWARE Food Bank with Marion-Polk Food Share was conducted to evaluate the feasibility of replicating a similar operation in Salem.
- c. Discussions with Trinity Church regarding the potential acquisition of their property are ongoing. We met with the church's leadership and are working on scheduling a property tour for April.

4. March 2025 Full Board Meeting Draft Agenda

MOTION: To approve the March 2025 Draft Full Board Agenda by Helen Honey

SECONDED BY: Steve McCoid

OUTCOME: Unanimously approved

The meeting was adjourned at 7:32pm.

Respectfully Submitted:

Sarah Herd, Executive Assistant

Kevin Karvandi, Board Secretary